

**AGENDA**  
REGULAR CITY COUNCIL MEETING  
COUNCIL CHAMBERS  
5000 CLARK AVENUE  
LAKEWOOD, CALIFORNIA

March 27, 2018

**RECEPTION:** Lakewood Celebrates . . .” 6:15 p.m.

**CALL TO ORDER** 7:30 p.m.

**INVOCATION:** Monsignor Joseph Greeley, St. Pancratius Church

**PLEDGE OF ALLEGIANCE:** Fastest Cheetahs Camp Fire Club

**ROLL CALL:** Mayor Diane DuBois  
Vice Mayor Steve Croft  
Council Member Ron Piazza  
Council Member Todd Rogers  
Council Member Jeff Wood

**ANNUAL REORGANIZATION OF CITY COUNCIL**

Election of Mayor and Vice Mayor

**ANNOUNCEMENTS AND PRESENTATIONS:**

Presentation by Representatives of Donate Life and Proclamation by City of Lakewood

**ROUTINE ITEMS:**

All items listed within this section of the agenda are considered to be routine and will be enacted by one motion without separate discussion. Any Member of Council may request an item be removed for individual discussion or further explanation. All items removed shall be considered immediately following action on the remaining items.

RI-1 Approval of Minutes of the Meeting held February 13, 2018

RI-2 Approval of Personnel Transactions

RI-3 Approval of Registers of Demands

RI-4 Approval of Monthly Report of Investment Transactions - February 2018

RI-5 Approval of Quarterly Budget Report of Major Funds as of December 31, 2017

RI-6 Adoption of Resolution 2018-7; Amending the Current Memorandum of Understanding Between the City of Lakewood and the Lakewood City Employees Association

RI-7 Approval of Sale of Former Sky Knight Helicopter

RI-8 Approval of Use and Maintenance Agreement with Los Angeles County Flood Control District for Mayfair Park Water Capture Project

## **City Council Agenda**

March 27, 2018

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### **PUBLIC HEARINGS:**

- 1.1 Introduction of Ordinance No. 2018-1; Amending the Municipal Code Pertaining to Standards for Trash Enclosures and the Storage of Solid Waste

### **LEGISLATION:**

- 2.1 Adoption of Signature Resolutions for the Reorganization of the City Council
  - a. Resolution No. 2018-8; Authorizing the City Treasurer to Deposit Funds for Safekeeping and Investment and Authorizing the Withdrawal of Funds from Depositories
  - b. Resolution No. 2018-9; Authorizing the Use of the Facsimile Signature of the Mayor in the Execution of Public Securities and Instruments of Payment
  - c. Resolution No. 2018-10; Authorizing the Use of the Facsimile Signature of the Vice Mayor in the Execution of Public Securities and Instruments of Payment

### **REPORTS:**

- 3.1 Volunteer Appreciation Month Activities

## **AGENDA LAKEWOOD SUCCESSOR AGENCY**

1. Approval of Register of Demands

### **ORAL COMMUNICATIONS:**

### **ADJOURNMENT**

In compliance with the Americans with Disabilities Act, if you are a qualified individual with a disability and need an accommodation to participate in the City Council meeting, please contact the City Clerk's Office, 5050 Clark Avenue, Lakewood, CA, at 562/866-9771, ext. 2200; or at [cityclerk@lakewoodcity.org](mailto:cityclerk@lakewoodcity.org) at least 48 hours in advance to ensure that reasonable arrangements can be made to provide accessibility to the meeting.

Agenda items are on file in the Office of the City Clerk, 5050 Clark Avenue, Lakewood, and are available for public review during regular business hours. Any supplemental material distributed after the posting of the agenda will be made available for public inspection during normal business hours in the City Clerk's Office. For your convenience, the agenda and the supporting documents are available in an alternate format by request and are also posted on the City's website at [www.lakewoodcity.org](http://www.lakewoodcity.org)

# Routine Items

Routine Item 1 – City Council Minutes  
will be available prior to the meeting.


# **D I V I D E R S H E E T**

**COUNCIL AGENDA**  
March 27, 2018

**TO:** The Honorable Mayor and City Council

**SUBJECT:** Report of Personnel Transactions

<u>Name</u>	<u>Title</u>	<u>Schedule</u>	<u>Effective Date</u>
<b>1. FULL-TIME EMPLOYEES</b>			
<b>A. Appointments</b> Aaron Ford	Park Maintenance Worker	10A	03/11/2018
<b>B. Changes</b> None			
<b>C. Separations</b> Levi Johnson	Park Maintenance Worker	10A	03/23/2018
<b>2. PART-TIME EMPLOYEES</b>			
<b>A. Appointments</b> Amani Willis	Maintenance Trainee I	B	03/12/2018
<b>B. Changes</b> Amber Kelly	HR Intern Support Services Clerk II	A to B	03/11/2018
Susan Peebles	Recreation Leader II Community Services Specialist	A to B	03/11/2018
Julia Walston	Recreation Leader II Community Services Specialist	A to B	03/25/2018
Tiana Whitaker	Community Services Leader II Community Services Leader IV	B to B	03/25/2018
<b>C. Separations</b> Latoya Davis	Maintenance Services Aide I	B	03/05/2018
Kimberly Schultz	Community Services Specialist	B	03/15/2018



Thaddeus McCormack  
City Manager

# **D I V I D E R S H E E T**

**CITY OF LAKEWOOD  
FUND SUMMARY 3/15/2018**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 86655 through 86751. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	394,778.09
1020	CABLE TV	1,650.00
1030	CDBG CURRENT YEAR	1,208.33
1050	COMMUNITY FACILITY	7,606.75
3001	CAPITAL IMPROV PROJECT FUND	900.00
3060	PROPOSITION "A"	15,794.20
3070	PROPOSITION "C"	751.63
5010	GRAPHICS AND COPY CENTER	4,208.27
5020	CENTRAL STORES	1,942.23
5030	FLEET MAINTENANCE	19,898.72
6020	GEOGRAPHIC INFORMATION SYSTEM	442.67
7500	WATER UTILITY FUND	8,335.06
8020	LOCAL REHAB LOAN	11,400.00
8030	TRUST DEPOSIT	14,511.10
		<hr/>
		<b>483,427.05</b>

Council Approval

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Manager

Attest

\_\_\_\_\_  
City Clerk

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Director of Administrative Services



# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
86655	03/15/2018	4842	A T & T CORP	232.75	0.00	232.75
86656	03/15/2018	2701	AIRE RITE A/C & REFRIGERATION INC	2,033.70	0.00	2,033.70
86657	03/15/2018	4684	AMAZON.COM LLC	1,957.17	0.00	1,957.17
86658	03/15/2018	51614	AOUATIC DESIGN GROUP	2,025.00	0.00	2,025.00
86659	03/15/2018	42144	BROEKER. CANDACE	13.00	0.00	13.00
86660	03/15/2018	51721	C A P I O	450.00	0.00	450.00
86661	03/15/2018	307	CALIF. STATE DISBURSEMENT UNIT	87.69	0.00	87.69
86662	03/15/2018	53983	CALIF STATE FRANCHISE TAX BOARD	76.00	0.00	76.00
86663	03/15/2018	6300	CALIFORNIA CONTRACT CITIES ASN	1,800.00	0.00	1,800.00
86664	03/15/2018	4700	CALIFORNIA DEPT OF WATER RESOURCES	11,400.00	0.00	11,400.00
86665	03/15/2018	5008	COLOR CARD ADMINISTRATOR CORP.	37.54	0.00	37.54
86666	03/15/2018	3778	COMMERCIAL AOUATIC SERVICES INC	1,460.20	0.00	1,460.20
86667	03/15/2018	53451	COMMUNITY FAMILY GUIDANCE CTR	750.00	0.00	750.00
86668	03/15/2018	5098	CORRAL CONSTRUCTION & DEVELOPMENT INC.	21,031.10	0.00	21,031.10
86669	03/15/2018	4442	DANIEL'S TIRE SERVICE INC	1,352.30	0.00	1,352.30
86670	03/15/2018	4997	DE LA RIVA CONSTRUCTION. INC.	96,680.78	0.00	96,680.78
86671	03/15/2018	27200	DICKSON R F CO INC	42,914.79	0.00	42,914.79
86672	03/15/2018	4435	ELLIOTT AUTO SUPPLY COMPANY INC	42.90	0.00	42.90
86673	03/15/2018	3769	FIREWORKS & STAGE FX AMERICA	6,500.00	0.00	6,500.00
86674	03/15/2018	5005	GIEMONT. GREGORY S.	261.00	0.00	261.00
86675	03/15/2018	61769	GRAUTEN. EVELYN R	193.71	0.00	193.71
86676	03/15/2018	35477	HARA M LAWNMOWER CENTER	9.31	0.00	9.31
86677	03/15/2018	5106	HARRINGTON INDUSTRIAL PLASTICS LLC	174.28	0.00	174.28
86678	03/15/2018	34354	HI-WAY SAFETY RENTALS INC	87.27	0.00	87.27
86679	03/15/2018	42031	HOME DEPOT	1,225.03	0.00	1,225.03
86680	03/15/2018	65891	HUMAN SERVICES ASSOCIATION	458.33	0.00	458.33
86681	03/15/2018	49843	INOUE. MICHAEL JOHN	754.65	0.00	754.65
86682	03/15/2018	4180	JONES RICHARD D. A PROF LAW CORP	1,600.50	0.00	1,600.50
86683	03/15/2018	4180	JONES RICHARD D. A PROF LAW CORP	16,750.00	0.00	16,750.00
86684	03/15/2018	53365	KENNY'S AUTO SERVICE	246.00	0.00	246.00
86685	03/15/2018	4450	KING. JACK	336.00	0.00	336.00
86686	03/15/2018	4668	SALES. KEVIN DBA	960.00	0.00	960.00
86687	03/15/2018	55469	LAKEWOOD CITY EMPLOYEE ASSOCIATION	2,060.00	0.00	2,060.00
86688	03/15/2018	2453	LAKEWOOD EDUCATION FOUNDATION	4.90	0.00	4.90
86689	03/15/2018	53311	LAKEWOOD MEALS ON WHEELS	543.90	0.00	543.90
86690	03/15/2018	69	LAKEWOOD PROJECT SHEPHERD	1,602.30	0.00	1,602.30
86691	03/15/2018	18400	LAKEWOOD. CITY WATER DEPT	27,795.30	0.00	27,795.30
86692	03/15/2018	43017	LARSEN. DEBRA	70.27	0.00	70.27
86693	03/15/2018	2409	LIFTECH ELEVATOR SERVICES INC	522.00	0.00	522.00
86694	03/15/2018	20700	LONG BEACH PUBLIC TRANSPORTATION CO	15,794.20	0.00	15,794.20
86695	03/15/2018	3564	LONG BEACH. CITY OF	402.18	0.00	402.18
86696	03/15/2018	332	MERRIMAC PETROLEUM INC	17,605.66	0.00	17,605.66
86697	03/15/2018	61672	MUSCULAR DYSTROPHY ASSOC INC	20.00	0.00	20.00
86698	03/15/2018	4443	O'REILLY AUTOMOTIVE STORES INC	345.51	6.33	339.18

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
86699	03/15/2018	4513	OCEAN BLUE ENVIRONMENTAL SERVICES	1,203.44	0.00	1,203.44
86700	03/15/2018	47554	OFFICE DEPOT BUSINESS SVCS	211.09	0.00	211.09
86701	03/15/2018	4576	FRANKLIN-DOUGLAS. INC.	1,250.00	0.00	1,250.00
86702	03/15/2018	4497	PACIFIC COACHWAYS CHARTER SERVICES	825.00	0.00	825.00
86703	03/15/2018	450	PACIFIC EH & S SERVICES INC	1,792.00	0.00	1,792.00
86704	03/15/2018	51171	PERS LONG TERM CARE PROGRAM	70.64	0.00	70.64
86705	03/15/2018	66116	PETERSEN. LOUISE	179.40	0.00	179.40
86706	03/15/2018	4956	ROSS AVIATION INVESTMENT. LLC	4,272.98	0.00	4,272.98
86707	03/15/2018	47285	ROTARY CORP	158.78	0.00	158.78
86708	03/15/2018	45437	S & J SUPPLY CO	2,539.42	0.00	2,539.42
86709	03/15/2018	65297	S.T.E.A.M.	13,972.09	0.00	13,972.09
86710	03/15/2018	4309	SAFESHRED	25.00	0.00	25.00
86711	03/15/2018	418	SAFETYLINE INC	76.19	0.00	76.19
86712	03/15/2018	3153	SECTRAN SECURITY INC	141.61	0.00	141.61
86713	03/15/2018	5044	SHARP ELECTRONICS CORPORATION	214.62	0.00	214.62
86714	03/15/2018	4468	SHERRARD. DONNA HOUSTON	115.05	0.00	115.05
86715	03/15/2018	52279	SMART & FINAL INC	146.46	0.00	146.46
86716	03/15/2018	61543	COMPUTER & PERIPHERALS GROUP	442.67	0.00	442.67
86717	03/15/2018	29400	SOUTHERN CALIFORNIA EDISON CO	65,830.32	0.00	65,830.32
86718	03/15/2018	50299	SPENCER. GORDON	400.00	0.00	400.00
86719	03/15/2018	44104	STATE WATER RESOURCES CONTROL BOARD	900.00	0.00	900.00
86720	03/15/2018	56039	SULLY MILLER	447.59	0.00	447.59
86721	03/15/2018	66215	SUPERIOR COURT OF CALIFORNIA	8,416.00	0.00	8,416.00
86722	03/15/2018	66215	SUPERIOR COURT OF CALIFORNIA	9,997.50	0.00	9,997.50
86723	03/15/2018	66215	SUPERIOR COURT OF CALIFORNIA	8,460.00	0.00	8,460.00
86724	03/15/2018	66215	SUPERIOR COURT OF CALIFORNIA	7,199.00	0.00	7,199.00
86725	03/15/2018	47854	TRUESDAIL LABORATORIES INC	859.00	0.00	859.00
86726	03/15/2018	1568	ULINE	142.39	0.00	142.39
86727	03/15/2018	5028	UNISAFE INC.	173.55	0.00	173.55
86728	03/15/2018	4718	UNITED WATER WORKS INC	366.31	0.00	366.31
86729	03/15/2018	64652	CELLCO PARTNERSHIP	247.05	0.00	247.05
86730	03/15/2018	49792	VILLAGE NURSERIES	280.71	0.00	280.71
86731	03/15/2018	33200	WALTERS WHOLESALE ELECTRIC CO	77.56	0.00	77.56
86732	03/15/2018	61019	CHRISTMAN WILLIAM B	175.00	0.00	175.00
86733	03/15/2018	17640	WAXIE ENTERPRISES INC	671.19	0.00	671.19
86734	03/15/2018	60651	WECK ANALYTICAL ENVIRONMENTAL SERVICES	1,437.20	0.00	1,437.20
86735	03/15/2018	36166	WEGENER. KATHY	1,098.50	0.00	1,098.50
86736	03/15/2018	40925	WEST COAST ARBORISTS INC	46,333.70	0.00	46,333.70
86737	03/15/2018	37745	WESTERN EXTERMINATOR CO	54.50	0.00	54.50
86738	03/15/2018	35146	WILLDAN ASSOCIATES	3,744.00	0.00	3,744.00
86739	03/15/2018	4837	XEROX CORPORATION	3,993.65	0.00	3,993.65
86740	03/15/2018	3699	ARZATE. MARGARITA	250.00	0.00	250.00
86741	03/15/2018	3699	BENDER. TAAZAMISHA	250.00	0.00	250.00
86742	03/15/2018	3699	BURKS. RAYMI	365.00	0.00	365.00

# CITY OF LAKEWOOD SUMMARY CHECK REGISTER

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VEND #</u>	<u>VENDOR NAME</u>	<u>GROSS</u>	<u>DISC.</u>	<u>CHECK AMOUNT</u>
86743	03/15/2018	3699	DAVIS. RAMEISHA	250.00	0.00	250.00
86744	03/15/2018	3699	GONZALES. NANCY	250.00	0.00	250.00
86745	03/15/2018	3699	GRAND ESTATE TERMITE	450.00	0.00	450.00
86746	03/15/2018	3699	KOBAYASHI. PILAR	250.00	0.00	250.00
86747	03/15/2018	3699	MCSPARREN. TRACY	60.00	0.00	60.00
86748	03/15/2018	3699	MONTEALEGRE. ROSANNA	250.00	0.00	250.00
86749	03/15/2018	3699	NEW GENERATION PAVERS	10,950.00	0.00	10,950.00
86750	03/15/2018	3699	PATACSIL. JOSHUA	250.00	0.00	250.00
86751	03/15/2018	3699	PAYER. ENA	250.00	0.00	250.00
<b>Totals:</b>				<u>483,433.38</u>	<u>6.33</u>	<u>483,427.05</u>

**CITY OF LAKEWOOD  
FUND SUMMARY 3/22/2018**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 86752 through 86858. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

1010	GENERAL FUND	194,059.40
1020	CABLE TV	612.97
1030	CDBG CURRENT YEAR	1,625.00
1035	CASP CERTIFICATION & TRNG FUND	4.00
1050	COMMUNITY FACILITY	2,715.89
3001	CAPITAL IMPROV PROJECT FUND	258,068.84
3070	PROPOSITION "C"	606.06
5010	GRAPHICS AND COPY CENTER	506.61
5020	CENTRAL STORES	3,242.59
5030	FLEET MAINTENANCE	2,959.05
7500	WATER UTILITY FUND	157,365.42
8020	LOCAL REHAB LOAN	228.50
8030	TRUST DEPOSIT	3,103.95
		<hr/>
		<b>625,098.28</b>

Council Approval

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Manager

Attest

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Director of Administrative Services

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
86752	03/22/2018	4113	SHAKER NERMINE	5,250.00	0.00	5,250.00
86753	03/22/2018	2701	AIRE RITE A/C & REFRIGERATION INC	6,017.52	0.00	6,017.52
86754	03/22/2018	1700	ALLIED REFRIGERATION INC	270.17	0.00	270.17
86755	03/22/2018	2550	AMERICAN PLANNING ASSOC	1,407.00	0.00	1,407.00
86756	03/22/2018	4820	WORKFORCE PRODUCTS INC.	265.14	0.00	265.14
86757	03/22/2018	35016	ASSOCIATED SOILS ENGINEERING INC	880.00	0.00	880.00
86758	03/22/2018	57770	B & H FOTO & ELECTRONICS CORP	906.50	0.00	906.50
86759	03/22/2018	443	B&M LAWN AND GARDEN INC	1,001.95	0.00	1,001.95
86760	03/22/2018	51467	BADGER METER INC	307.94	0.00	307.94
86761	03/22/2018	39728	BERK SUSAN	3,500.00	0.00	3,500.00
86762	03/22/2018	62737	BOYES. GOBIND	149.50	0.00	149.50
86763	03/22/2018	1935	BREA. CITY OF	40,920.00	0.00	40,920.00
86764	03/22/2018	4978	CALIFORNIA FOUNDATION FOR THE	725.40	0.00	725.40
86765	03/22/2018	7500	CENTRAL BASIN MUNICIPAL WATER	1,305.00	0.00	1,305.00
86766	03/22/2018	4717	TANG. MICHAEL	100.00	0.00	100.00
86767	03/22/2018	40572	CHICAGO TITLE CO	200.00	0.00	200.00
86768	03/22/2018	45894	CINTAS CORPORATION	118.15	0.00	118.15
86769	03/22/2018	3778	COMMERCIAL AOUATIC SERVICES INC	180.46	0.00	180.46
86770	03/22/2018	60195	CR TRANSFER INC	2,894.40	0.00	2,894.40
86771	03/22/2018	4519	CRAFCO. INC.	495.65	0.00	495.65
86772	03/22/2018	4361	CN SCHOOL AND OFFICE SOLUTIONS INC	871.82	0.00	871.82
86773	03/22/2018	59607	DANGELO COMPANY	462.47	0.00	462.47
86774	03/22/2018	4442	DANIEL'S TIRE SERVICE INC	202.24	0.00	202.24
86775	03/22/2018	27200	DICKSON R F CO INC	2,325.00	0.00	2,325.00
86776	03/22/2018	5030	FATHOM WATER MANAGEMENT INC.	106,622.70	0.00	106,622.70
86777	03/22/2018	52316	FEDERAL EXPRESS CORP	603.03	0.00	603.03
86778	03/22/2018	5006	FREMONTIA HORTICULTURAL. INC	1,172.75	0.00	1,172.75
86779	03/22/2018	3820	PLAYCORE WISCONSIN INC	627.92	0.00	627.92
86780	03/22/2018	1839	GIRASOL NURSERY INC	69.46	0.00	69.46
86781	03/22/2018	65779	GOLDEN STATE WATER COMPANY	6,756.00	0.00	6,756.00
86782	03/22/2018	33150	GRAINGER W W INC	159.73	0.00	159.73
86783	03/22/2018	61769	GRAUTEN. EVELYN R	144.56	0.00	144.56
86784	03/22/2018	4886	GROH. MARK LEE	200.00	0.00	200.00
86785	03/22/2018	62491	HANDS ON MAILING &	183.61	0.00	183.61
86786	03/22/2018	65575	HAP'S AUTO PARTS	34.46	0.00	34.46
86787	03/22/2018	59486	HERMAN. LINDA	225.00	0.00	225.00
86788	03/22/2018	49520	HINDERLITER DE LLAMAS & ASSOC	8,190.23	0.00	8,190.23
86789	03/22/2018	4880	HODGE PRODUCTS INC.	1,127.24	0.00	1,127.24
86790	03/22/2018	42031	HOME DEPOT	586.03	0.00	586.03
86791	03/22/2018	4622	JHM SUPPLY INC	1,555.60	0.00	1,555.60
86792	03/22/2018	4180	JONES RICHARD D. A PROF LAW CORP	90.00	0.00	90.00
86793	03/22/2018	2956	KICK IT UP KIDZ. LLC	345.80	0.00	345.80
86794	03/22/2018	64510	KRAUSE. DIANN	269.74	0.00	269.74
86795	03/22/2018	53311	LAKEWOOD MEALS ON WHEELS	875.00	0.00	875.00

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
86796	03/22/2018	53849	LAKEWOOD ROTARY CLUB	372.00	0.00	372.00
86797	03/22/2018	4783	LANDCARE HOLDINGS INC	7,184.28	0.00	7,184.28
86798	03/22/2018	62156	LOS ANGELES CO SANITATION DISTRICTS	338.77	0.00	338.77
86799	03/22/2018	36844	LA COUNTY DEPT OF PUBLIC WORKS	3,985.71	0.00	3,985.71
86800	03/22/2018	59113	MACRO AUTOMATICS	15,739.81	0.00	15,739.81
86801	03/22/2018	4705	MAG-TROL. INC.	562.65	0.00	562.65
86802	03/22/2018	62080	MARKLEY. ELIZABETH	321.75	0.00	321.75
86803	03/22/2018	66339	MC ENROE. BARBARA	325.00	0.00	325.00
86804	03/22/2018	4443	O'REILLY AUTOMOTIVE STORES INC	350.27	0.00	350.27
86805	03/22/2018	48035	OCAJ INC	28.50	0.00	28.50
86806	03/22/2018	47554	OFFICE DEPOT BUSINESS SVCS	391.43	0.00	391.43
86807	03/22/2018	63708	DY-JO CORPORATION	635.00	0.00	635.00
86808	03/22/2018	50512	PATHWAYS VOLUNTEER HOSPICE	750.00	0.00	750.00
86809	03/22/2018	4494	PIERSON. JEREMY L.	312.00	0.00	312.00
86810	03/22/2018	4374	PITNEY BOWES INC	371.34	0.00	371.34
86811	03/22/2018	15600	LONG BEACH PUBLISHING CO	376.53	0.00	376.53
86812	03/22/2018	4459	READWRITE EDUCATIONAL SOLUTIONS INC	154.05	0.00	154.05
86813	03/22/2018	4946	REYES CONSTRUCTION. INC.	260,752.32	0.00	260,752.32
86814	03/22/2018	5127	SCEBBA. ROSARIO	350.00	0.00	350.00
86815	03/22/2018	5127	SCEBBA. ROSARIO	400.00	0.00	400.00
86816	03/22/2018	51723	SCMAF OFFICE	855.00	0.00	855.00
86817	03/22/2018	52279	SMART & FINAL INC	89.78	0.00	89.78
86818	03/22/2018	29400	SOUTHERN CALIFORNIA EDISON CO	42,690.23	0.00	42,690.23
86819	03/22/2018	29500	SOUTHERN CALIFORNIA GAS CO	3,256.88	0.00	3,256.88
86820	03/22/2018	4026	SPASEFF TED C	362.50	0.00	362.50
86821	03/22/2018	3755	SPECTRA SYSTEMS INC	1,302.00	0.00	1,302.00
86822	03/22/2018	4201	AUDIO MESSAGING SOLUTIONS LLC	247.51	0.00	247.51
86823	03/22/2018	4972	CHARTER COMMUNICATIONS HOLDINGS. LLC	4,051.42	0.00	4,051.42
86824	03/22/2018	49529	SPICERS PAPER INC	353.33	0.00	353.33
86825	03/22/2018	2995	STRICTLY BACKFLOW INC	495.00	0.00	495.00
86826	03/22/2018	60359	CNS INDUSTRIES INC	180.97	0.00	180.97
86827	03/22/2018	4950	LEE. EDWARD	51.28	0.00	51.28
86828	03/22/2018	4726	TACO SURF CANTINA INC.	895.00	0.00	895.00
86829	03/22/2018	2732	TANNEN. MITCH	436.80	0.00	436.80
86830	03/22/2018	38679	WESTERN EXTERMINATOR COMPANY	659.07	0.00	659.07
86831	03/22/2018	4830	TELECOM LAW FIRM PC	765.50	0.00	765.50
86832	03/22/2018	1676	U S TELEPACIFIC CORP	426.27	0.00	426.27
86833	03/22/2018	60685	TURF STAR	549.09	0.00	549.09
86834	03/22/2018	66245	TYLER TECHNOLOGIES MUNIS DIVISION	1,560.01	0.00	1,560.01
86835	03/22/2018	1437	U S BANK NATIONAL ASSOCIATION	23,992.38	0.00	23,992.38
86836	03/22/2018	4840	VERITIV OPERATING COMPANY	90.70	0.00	90.70
86837	03/22/2018	64652	CELLCO PARTNERSHIP	3,739.60	0.00	3,739.60
86838	03/22/2018	3943	WATERLINE TECHNOLOGIES INC	2,559.35	0.00	2,559.35
86839	03/22/2018	17640	WAXIE ENTERPRISES INC	1,106.86	0.00	1,106.86

# CITY OF LAKEWOOD

## SUMMARY CHECK REGISTER

CHECK #	CHECK DATE	VEND #	VENDOR NAME	GROSS	DISC.	CHECK AMOUNT
86840	03/22/2018	62628	WELLS C. PIPELINE MATERIALS	226.67	0.00	226.67
86841	03/22/2018	37745	WESTERN EXTERMINATOR CO	247.50	0.00	247.50
86842	03/22/2018	2279	AMERICAN PACIFIC PRINTERS COLLEGES	7,530.30	0.00	7,530.30
86843	03/22/2018	50058	WHITE HOUSE FLORIST INC	1,500.00	0.00	1,500.00
86844	03/22/2018	35146	WILLDAN ASSOCIATES	25,225.52	0.00	25,225.52
86845	03/22/2018	3837	WORTHINGTON FORD	127.29	0.00	127.29
86846	03/22/2018	49425	ACURITY SPECIALTY PRODUCTS INC	119.76	0.00	119.76
86847	03/22/2018	3699	BATCHELDER. THOMAS	259.00	0.00	259.00
86848	03/22/2018	3699	CAMPANELLI. STEVEN	250.18	0.00	250.18
86849	03/22/2018	3699	CAMPBELL. ERIC	96.00	0.00	96.00
86850	03/22/2018	3699	CASA MADRID. INC.	3,103.95	0.00	3,103.95
86851	03/22/2018	3699	CUB SCOUT PACK 134	250.00	0.00	250.00
86852	03/22/2018	3699	GOMEZ HEATING AND AIR INC.	73.00	0.00	73.00
86853	03/22/2018	3699	GONZALES OUEZADA. JAZMIN	61.00	0.00	61.00
86854	03/22/2018	3699	MORENO. JESSICA	250.00	0.00	250.00
86855	03/22/2018	3699	NATERA. CESAR	250.00	0.00	250.00
86856	03/22/2018	3699	NORTH. MARISSA	15.00	0.00	15.00
86857	03/22/2018	3699	SOLOMON. FIDEL	250.00	0.00	250.00
86858	03/22/2018	3699	WHITTINGTON-GOINS	250.00	0.00	250.00
<b>Totals:</b>				<u>625,098.28</u>	<u>0.00</u>	<u>625,098.28</u>

# **D I V I D E R S H E E T**



**COUNCIL AGENDA**

March 27, 2018

**TO:** The Honorable Mayor and City Council**SUBJECT:** Monthly Report of Investment Transactions – February 2018**INTRODUCTION**

In accordance with California Government Code Section 53607, the City Council has delegated to the City Treasurer the responsibility to invest or to reinvest funds, or to sell or exchange securities so purchased. The California Government Code Section 53607 requires that, if such responsibility has been delegated, then the Treasurer “shall make a monthly report of those transactions to the legislative body.” In compliance with this requirement, the Monthly Report of Investment Transactions is being rendered to be received and filed.

**STATEMENT OF MONTHLY ACTIVITY**

<u>Date</u>	<u>Amount at Cost</u>	<u>Vehicle</u>	<u>Transaction</u>
2/01/2018	\$ 33.44	MMKF	Interest
2/01/2018	\$ 2,656.25	CORP	Interest 1.700%
2/01/2018	\$ 255.91	FNMA	Interest 1.646%
2/01/2018	\$ 58.64	FNMA	Interest 1.550%
2/01/2018	\$ 88.24	FNMA	Interest 1.898%
2/01/2018	\$ 136.73	FNMA	Interest 1.785%
2/02/2018	\$ 6,744.11	CD	Interest 1.840%
2/02/2018	\$ 2,843.75	FNMA	Interest 0.875%
2/04/2018	\$ 1,925.00	CORP	Interest 1.100%
2/06/2018	\$ 1,526.25	CORP	Interest 1.850%
2/07/2018	\$ 6,815.00	CD	Interest 1.880 %
2/07/2018	\$ 6,662.50	CD	Interest 2.050%
2/08/2018	\$ 1,265.00	CORP	Interest 1.100%
2/12/2018	\$ 49,930.00	CORP	Purchase 2.650%
2/13/2018	\$ 173,445.42	CORP	Purchase 2.500%
2/14/2018	\$ 174,193.74	CORP	Purchase 2.500%
2/14/2018	\$ 1,650.00	CORP	Interest 2.00%
2/15/2018	\$ 1,533.00	CORP	Interest 0.875%
2/16/2018	\$ 174,191.31	CORP	Purchase 2.600%
2/16/2018	\$ 174,618.28	TREA	Sell 1.500%
2/20/2018	\$ 725,000.00	CORP	Purchase 2.720%
2/20/2018	\$ 725,606.58	CD	Sell 1.760%
2/21/2018	\$ 154,827.95	CORP	Purchase 2.900%
2/22/2018	\$ 119,941.20	CORP	Purchase 2.800%
2/22/2018	\$ 99,790.88	TREA	Sell 1.500%
2/26/2018	\$ 3,000.00	FMNA	Interest 1.000%

Monthly Report of Investment Transactions  
March 27, 2018  
Page Two

2/26/2018	\$	2,250.00	FMNA	Interest	1.000%
2/26/2018	\$	1,500.00	FMNA	Interest	1.000%
2/27/2018	\$	49,905.33	TREA	Sell	1.500%
2/27/2018	\$	49,458.89	FNMA	Sell	1.00%
2/28/2018	\$	4,000.00	FMNA	Interest	1.000%
2/28/2018	\$	3,953.13	TREA	Interest	1.375%
2/28/2018	\$	6,000.00	FNMA	Interest	1.000%
2/28/2018	\$	3,375.00	FNMA	Interest	1.500%
2/28/2018	\$	50.57	CAMP	Interest	1.500%

**RECOMMENDATION**

It is recommended that the City Council receive and file the Monthly Report of Investment Transactions rendered for the month of February 2018.



José Gomez  
Director of Administrative Services



Thaddeus McCormack  
City Manager

# **D I V I D E R S H E E T**

**TO:** The Honorable Mayor and City Council

**SUBJECT:** Quarterly Budget Report of Major Funds

### **INTRODUCTION**

The City is in the second year of the Fiscal Year (FY) 2016-18 Two-Year Budget originally adopted in June 2016, and amended in June 2017. Following is a quarterly review as of December 31, 2017 for the City's two major funds, the General Fund and the Water Utility Enterprise Fund.

### **STATEMENT OF FACT**

#### General Fund

The General Fund is the largest City fund and one which the Council has discretionary authority. The General Fund includes sub-funds, which are Special Olympics, CATV, The Centre and retiree benefits.

The General Fund operational expenditures are trending as expected and are aligned with the adopted budget with expenditures at 39.6% of the year's total as of December 31, 2017. Given the normal time lag in processing costs incurred, the figure seems appropriate. Employee Services and Contract Services represent the two largest expenditure categories. Both are tracking slightly below budget at 47% and 38.6%, respectively. Another item worth noting is the Capital Outlay / CIP line item. It includes the Burns Community Center construction project (as well as other park and facilities related projects), as well as the purchase of copiers for multiple facilities. With only 13.2% of the budget in this category being expended, the vast majority of the expenditures are expected to be made in the second half of the fiscal year.

<b>ACCOUNT DESCRIPTION</b>	<b>ADOPTED</b>	<b>REVISED</b>	<b>YTD EXP</b>	<b>% USED</b>
50 EMPLOYEE SERVICES	\$ 18,886,155	\$ 18,642,772	\$ 8,761,557	47.0%
51 CONTRACT SERVICES	23,778,453	23,911,930	9,219,506	38.6%
52 FACILITIES EXPENSE	1,642,178	1,759,763	731,850	41.6%
53 OFFICE EXPENSE	187,458	187,957	78,135	41.6%
54 MEETING EXPENSE	139,780	139,493	32,315	23.2%
55 SPECIAL DEPARTMENT	1,276,238	1,315,398	502,894	38.2%
56 OTHER OPERATING	1,159,569	1,210,352	601,584	49.7%
57 INTERDEPT TRANS	1,104,737	1,103,647	395,046	35.8%
58 CAPITAL OUTLAY / CIP	2,641,441	5,273,137	697,262	13.2%
59 BUDGETED TRANSFERS	947,373	1,683,791	848,093	50.4%
<b>EXPENDITURE TOTAL</b>	<b>\$ 51,763,382</b>	<b>\$ 55,228,240</b>	<b>\$ 21,868,243</b>	<b>39.6%</b>

General Fund Revenues through the second quarter are coming in as expected and according to annual seasonal trends. Overall, year-to-date they are at the 41.3% mark. It is common for revenues to lag as collection and reconciliation processes at the state and county are needed prior to allocation of taxes to the City. Additionally, some revenues typically received as single payments later in the fiscal year (i.e. SCE franchise fees and Prop A revenues). The following table provides a comparison:

ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	\$ REC'D	% REC'D
<b>40 PROPERTY TAXES</b>	<b>\$ 5,050,000</b>	<b>\$ 5,063,752</b>	<b>\$ 2,015,545</b>	<b>39.8%</b>
<b>41 OTHER TAXES</b>				
SALES TAX	14,615,000	14,660,760	6,066,465	41.4%
FRANCHISE TAX	1,784,860	1,784,860	201,492	11.3%
BUSINESS LICENSE TAX	600,000	600,000	571,268	95.2%
DOCUMENTARY TRANSFER	250,000	250,000	117,987	47.2%
TRANSIENT OCCUPANCY TA	47,000	47,000	18,051	38.4%
UTILITY USERS TAX	3,561,648	3,195,423	1,179,756	36.9%
	<b>20,858,508</b>	<b>20,538,043</b>	<b>8,155,018</b>	<b>39.7%</b>
<b>42 LICENSES &amp; PERMITS</b>				
BUILDING & SAFETY PERMIT	1,183,294	1,087,809	581,957	53.5%
OTHER	33,500	33,500	182	0.5%
	<b>1,216,794</b>	<b>1,121,309</b>	<b>582,139</b>	<b>51.9%</b>
<b>43 FINE FORFEIT PENALTY</b>	<b>853,200</b>	<b>853,200</b>	<b>371,241</b>	<b>43.5%</b>
<b>44 USE OF MONEY &amp; PROPERTY</b>				
INTEREST EARNINGS	400,000	400,000	121,693	30.4%
LEASES	568,498	575,269	249,191	43.3%
RENTALS	223,775	236,875	108,355	45.7%
CENTRE CONCESSIONS	392,000	392,000	163,996	41.8%
	<b>1,584,273</b>	<b>1,604,144</b>	<b>643,235</b>	<b>40.1%</b>
<b>45 FROM OTHER AGENCIES</b>				
FEDERAL GRANTS	529,085	30,000	4,253	14.2%
MOTOR VEHICLE LICENSE FE	8,481,642	8,593,889	4,329,630	50.4%
SUCCESSOR AGENCY	30,189	30,189	124,868	413.6%
	<b>9,040,916</b>	<b>8,654,078</b>	<b>4,458,751</b>	<b>51.5%</b>
<b>46 CURRENT SERVICE CHARGE</b>				
REFUSE COLLECTION CHG	5,472,116	5,312,734	1,790,690	33.7%
RCS FEES	988,986	950,836	393,087	41.3%
PUBLIC SAFETY FEES	898,798	898,798	365,859	40.7%
BUILDING & SAFETY FEES	562,256	487,248	221,824	45.5%
OTHER CHARGES	104,400	104,400	147,761	141.5%
CATV SUBSCRIBER FEES	181,603	181,625	41,241	22.7%
	<b>8,208,159</b>	<b>7,913,398</b>	<b>2,927,501</b>	<b>37.0%</b>

ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	\$ REC'D	% REC'D
<b>47 OTHER REVENUE</b>				
PROP A	750,000	750,000	0	0.0%
E-WASTE	12,800	12,800	0	0.0%
	<b>762,800</b>	<b>762,800</b>	<b>0</b>	<b>0.00</b>
<b>49 BUDGETED TRANSFERS</b>				
TRANSFER FROM GAS TAX	1,675,500	2,233,308	824,391	36.9%
TRANSFER FROM WATER	1,586,045	1,586,045	793,023	50.0%
	<b>3,261,545</b>	<b>3,819,353</b>	<b>1,617,414</b>	<b>42.3%</b>
<b>REVENUE TOTAL</b>	<b>\$ 50,836,195</b>	<b>\$ 50,330,077</b>	<b>\$ 20,770,844</b>	<b>41.3%</b>

#### Water Utility Enterprise Fund

Water expenses are well under budget and are trending as shown in the following chart.


ACCOUNT DESCRIPTION	ORIGINAL APPROP	REVISED BUDGET	YTD EXP	% USED
50 EMPLOYEE SERVICES	\$ 2,599,187	\$ 2,356,998	\$ 1,103,244	46.8%
51 CONTRACT SERVICES	392,255	386,153	105,941	27.4%
52 FACILITIES EXPENSE	1,619,690	1,626,495	800,174	49.2%
53 OFFICE EXPENSE	3,000	3,000	978	32.6%
54 MEETING EXPENSE	9,000	6,000	214	3.6%
55 SPECIAL DEPARTMENT	1,058,497	1,087,359	158,322	14.6%
56 OTHER OPERATING	3,676,104	3,700,889	1,402,297	37.9%
57 INTERDEPT TRANS	202,470	207,562	74,735	36.0%
58 CAPITAL OUTLAY - CON	222,600	197,600	1,132	0.6%
59 BUDGETED TRANSFERS	1,864,059	1,864,059	793,023	42.5%
<b>EXPENSE TOTAL</b>	<b>\$ 11,646,862</b>	<b>\$ 11,436,115</b>	<b>\$ 4,440,060</b>	<b>38.8%</b>


Overall water revenues are trending in line with the fiscal year, at 49.5%. Water meter sales, the largest revenue source, is highly sensitive to weather patterns. Reflected in the table below is the revenue (\$208,197) for the sale of a City-owned water property.

ACCOUNT DESCRIPTION	ORIG. APPROP	REV. BUDGET	YTD REVENUE	% RECEIVED
44000 INVEST. EARNINGS	\$ 100,000	\$ 100,000	\$ 84,382	84.4%
44100 RENTS & CONCESSIONS	52,878	40,000	22,879	57.2%
46406 ENERGY UTILITY REBATES	-	-	2,634	100.0%
46415 OTHER REVENUE	10,000	10,000	31,699	317.0%
46425 SALE OF PROPERTY	-	-	208,197	100.0%
48000 METERED WATER SALES	9,885,295	10,561,170	5,087,809	48.2%
48010 WTR SALES-INTERCONNECT	1,000,000	1,000,000	342,556	34.3%
48050 FIRE PROTECTION SERVICES	85,000	85,000	36,034	42.4%
48100 RECLAIMED WATER	375,300	375,300	231,930	61.8%
48250 SERVICE INITIATION FEES	45,000	45,000	30,000	66.7%
48300 SERVICE RESTOR. CHARGE	150,000	80,000	15,201	19.0%
48350 OTHER OPERATING INCOME	10,000	10,000	-	0.0%
48400 LEASE OF WATER RIGHTS	150,000	-	-	0.0%
<b>REVENUE TOTAL</b>	<b>\$ 11,863,473</b>	<b>\$ 12,306,470</b>	<b>\$ 6,093,321</b>	<b>49.5%</b>

### RECOMMENDATION

It is recommended that the Lakewood City Council receive and file the Quarterly Budget Report of Major Funds.

  
 Jose Gomez  
 Director of Administrative Services

  
 Thaddeus McCormack  
 City Manager

# **D I V I D E R S H E E T**



RESOLUTION NO. 2018-7

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AMENDING RESOLUTION NO. 2002-38 PERTAINING TO EMPLOYEE BENEFITS AND THE CLASSIFICATION AND COMPENSATION OF CITY OFFICERS AND EMPLOYEES, AND ESTABLISHING EMPLOYEE BENEFITS, DEFINING THE CONDITIONS AND HOURS OF EMPLOYMENT, AND ADOPTING A CLASSIFICATION AND COMPENSATION PLAN FOR CITY OFFICERS AND EMPLOYEES

WHEREAS, the Lakewood City Council heretofore adopted Resolutions No. 2003-38, 2003-69, 2004-35, 2005-24, 2006-34, 2007-25, 2008-32, 2009-24, 2010-30, 2011-33, 2012-29, 2013-29, 2014-27, 2015-70, 2016-33 and 2017-26 amending Resolution No. 2002-38 pertaining to Employee Benefits and the Classification and Compensation of City Officers and Employees; and

WHEREAS, Resolution 2016-33 approved a Memorandum of Understanding entered into between the Lakewood City Employees Association and the City Council's representatives effective for the period July 1, 2016 through June 30, 2018; and

WHEREAS, pursuant to the terms and provisions of the Meyers-Milias-Brown Act and Resolution 74-82, the City Council through its authorized representatives have met at reasonable times and places with the recognized employee organization for the purpose of conferring regarding matters within scope of representation, including wages, hours and other terms and conditions of employment; and

WHEREAS, said meetings have been conducted and said parties have conferred in good faith and an agreement has been reached; and

WHEREAS, the representatives of the City Council have made and entered into a memorandum of understanding with the Lakewood City Employees Association, and have recommended the same be approved by the City Council; and

WHEREAS, said agreement amends the terms of the Memorandum of Understanding approved in Resolution 2016-33 and is applicable fiscal years 2016-2018 commencing July 1, 2017 except as hereinafter stated otherwise, to the members of said organization; and

WHEREAS, representatives of said employee organization have requested that the City Council approve said memorandum of understanding as a binding contract of the city and said employee organization, and as such the same would amend the aforementioned resolutions; and

WHEREAS, as such the same on August 19, 2011, the California Public Employees Retirement System adopted Title 2 of the California Code of Regulations, Section 570.5 to further define those items of compensation which will be included in a member's compensation for purposes of determining the member's retirement allowance and to clarify existing law which limited pay rates to amounts set forth on a publicly available pay schedule;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Lakewood as follows:

SECTION 1. The current Memorandum of Understanding is amended as specified in Exhibit "A" attached, and hereby affirmed.

SECTION 2. The Agreement, as specified in Attachment "A" attached, is hereby affirmed.

ADOPTED AND APPROVED THIS 27TH DAY OF MARCH, 2018.

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Mayor

ATTEST:

---

City Clerk

## AGREEMENT

This Agreement is entered into by and between the City of Lakewood (City) and the Lakewood City Employees' Association (LCEA) in light of the following:

A. Pursuant to Article 44 of the Memorandum of Understanding (MOU) now in effect between the City and LCEA, the parties have met and conferred during the current fiscal year on issues involving certification pay, sick leave cash-out, and the cafeteria allowance.

B. The parties acknowledge that they have now fully discharged their obligations to one another on the aforementioned items for the current fiscal year pursuant to MOU Article 44.

C. The parties have reached the following agreements, and acknowledge that they have fully discharged their obligations to each other pursuant to the Meyers-Milias-Brown Act, Government Code section 3500, et seq., for the current fiscal year.

Based upon the foregoing, the parties agree as follows:

1. An employee, who is designated by the City, to routinely and consistently perform skilled welding duties in addition to his/her regularly assigned duties may be eligible for special assignment pay.

2. Employees designated to routinely and consistently perform skilled welding duties shall receive \$200 per month in addition to the employee's regular salary.

3. Article 4, Section 11, entitled "Basic Compensation Plan, Special Compensation" is amended to read as follows:

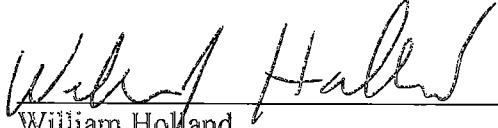
**Special Assignment Pay –**

(B) An employee, designated by the City, to routinely and consistently perform skilled welding duties in addition to his/her regularly assigned duties will be eligible for special assignment pay. Eligibility for special assignment pay is subject to the approval of the Department Director and the Personnel Officer and their decision is not subject to appeal. The designated employee is required to maintain his/her Certified Welder License and provide a copy to the Personnel Department. Should the employee's duties change such that the use of welding skills is no longer routinely and consistently needed or they no longer possess the required license, the special assignment pay shall cease. The designated employee shall receive \$200 per month in addition to his/her regular salary.

4. Except as set forth above, the provisions of the existing MOU between the parties shall remain unchanged and in full force and effect.

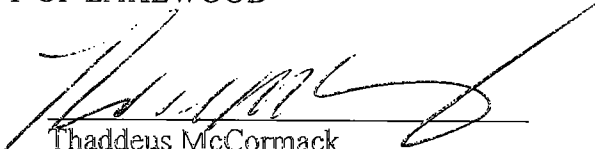
Date: March 22, 2018

LAKEWOOD CITY EMPLOYEES'  
ASSOCIATION

By:   
William Holland  
LCEA President

Date: March 22, 2018

CITY OF LAKEWOOD

By:   
Thaddeus McCormack  
City Manager

# **D I V I D E R S H E E T**

**COUNCIL AGENDA**

March 27, 2018

**TO:** The Honorable Mayor and City Council

**SUBJECT:** Sale of Former Sky Knight Helicopter

**INTRODUCTION**

The City owns a surplus Schweizer helicopter that was retired from the Sky Knight Program and is now available for sale. Because of the amount of communication required to market and sell the unit, there is value in allowing for it to be disposed by way of an interactive negotiated sale.

**STATEMENT OF FACTS**

The proposed approach is in-lieu of the provision in the City's Purchasing Policy stating that surplus equipment and supplies with value equal to or greater than \$5,000 shall be sold only by sealed bid and such sales shall be awarded by the City Council to the highest bidder. It is anticipated that the negotiated sale process would allow for a higher sale price as it would provide more flexibility and room for discussion when engaging prospective buyers. The sale of the previous surplus helicopter was conducted in this manner.

**RECOMMENDATION**

It is recommended that the City Council authorize Staff to negotiate the sale of the surplus Schweizer helicopter and subsequently return to the Council for sale approval.



Jose Gomez  
Director of Administrative Services



Thaddeus McCormack  
City Manager

# **D I V I D E R S H E E T**

## **COUNCIL AGENDA**

March 27, 2018

**TO:** The Honorable Mayor and City Council

**SUBJECT:** Mayfair Park Water Capture Project - Approve Use and Maintenance Agreement with Los Angeles County Flood Control District

### **INTRODUCTION**

A portion of the Mayfair Park Water Capture Project will be built within a Los Angeles County Flood Control District owned flood control channel. The proposed agreement would allow the City of Lakewood to construct, maintain and operate the inlet structure and inflatable dam that are integral to the project.

### **STATEMENT OF FACT**

The Mayfair Park Water Capture Project is scheduled to begin construction on May 19, 2018. A portion of the project will be constructed within the flood control channel that runs through Mayfair Park. An inflatable rubber dam and a drop inlet structure are to be constructed inside the flood control channel. The channel is owned and operated by the Los Angeles County Flood Control District and they must grant permission for the city to use the property for this purpose.

The agreement is a 50 year agreement with provisions to allow for 10 year extensions thereafter. The agreement also states that the City will operate and maintain all of the improvements at our expense (which will be shared with the other cities in the watershed that contribute flow to the facility.) The agreement allows the City and its contractors to take access to the flood control channel, and it requires the City to be responsible for the liability of operations, and removal of the improvements should that ever be necessary. It also includes termination clauses for both parties.

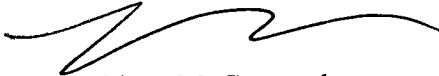
The terms of the agreement are almost identical to the agreement signed for Bolivar Park, with some updated language. It has been thoroughly reviewed by staff, the City Attorney, and the city's consulting team for the project. The agreement will be presented to the Board of Supervisors for approval in April. The window for construction within the Flood Control Channel is April 15 through October 15, and the contractor will likely commence the work in the channel at the outset of the project, to be finished before October 15. Because the County recognizes that they and the City share a mutual interest in improving water quality through this project, there will no fee charged for the use of the property for this project.



**RECOMMENDATION**

That the City Council approve Use and Maintenance Agreement with the Los Angeles County Flood Control District for the Mayfair Park Water Capture Project and authorize the Mayor to sign the agreement in a form approved by the City Attorney.

Lisa Ann Rapp   
Director of Public Works

  
Thaddeus McCormack  
City Manager

AGREEMENT No. 003398  
PROJECT 181-9, LOS CERRITOS  
UNIT 3, LINE A  
PARCEL 7170006903 (Portion)  
FIDLER AVENUE – BIGELOW STREET  
TO MICHELSON STREET  
FOURTH DISTRICT

### **USE AND MAINTENANCE AGREEMENT**

This USE AND MAINTENANCE AGREEMENT (hereinafter referred to as "AGREEMENT"), is made and entered by and between the Los Angeles County Flood Control District, a body corporate and politic, (hereinafter referred to as DISTRICT), and the City of Lakewood, a municipal corporation, (hereinafter referred to as CITY). DISTRICT and CITY are together referred to as PARTIES.

### **RECITALS**

WHEREAS, CITY desires to implement the Lakewood Stormwater and Runoff Capture Project at Mayfair Park (hereinafter referred to as "PROJECT"),

WHEREAS, the purpose of the PROJECT is to improve water quality in DISTRICT's Project 181-9, Los Cerritos, Unit 3, Line A, (hereinafter referred to as the "CHANNEL") and downstream receiving waters by diverting dry weather and storm water flows from the CHANNEL for water quality treatment by the CITY and subsequent re-use for irrigation purposes at CITY's Mayfair Park; and

WHEREAS, portions of the PROJECT, including a rubber dam, diversion inlet and structure, conveyance pipes and access road are proposed to be constructed within the CHANNEL and on DISTRICT fee-owned property and DISTRICT easements together hereinafter referred to as RIGHT OF WAY, as depicted on the attached Exhibit A; and

WHEREAS, the construction of the PROJECT is estimated to be completed in or about October, 2019;

NOW, THEREFORE, in consideration of the foregoing recitals, the mutual agreements contained herein, and for other good and valuable consideration, the receipt of, which is hereby acknowledged, the PARTIES agree as follows:

#### **SECTION 1. Authorized Use**

1.1. CITY is authorized and permitted to use the RIGHT OF WAY for the construction, operation, maintenance, and repair of PROJECT in accordance with the terms and conditions of this AGREEMENT and of any permit obtained from DISTRICT as described below. Any other use of the RIGHT OF WAY or any portion thereof by CITY is expressly prohibited.

1.2. CITY's use of the RIGHT OF WAY in connection with the PROJECT shall be nonexclusive and shall be subordinate to the uses of the RIGHT OF WAY by DISTRICT, and CITY's use of the RIGHT OF WAY shall at no time interfere with DISTRICT's use of the RIGHT OF WAY.

1.3. DISTRICT reserves the right to use or allow others to use the PROPERTY for any and all lawful purposes other than flood control, water conservation, and watershed management activities (hereinafter referred to as SECONDARY USES) including without limitation, public transportation, utilities, roads, parks and recreation, greenway, parking, and/or any other public uses, together with incidental rights of construction and installation of facilities, ingress and egress, operation, and maintenance; provided, however, that the exercise of the rights reserved herein shall not unreasonably interfere with CITY's operation, maintenance, use and repair of the PROJECT.

1.3.1. Interruption of CITY's use of the RIGHT OF WAY for a reasonable period to permit the construction and installation of facilities for a SECONDARY USE, as determined by DISTRICT, shall not be deemed unreasonable interference.

1.3.2. CITY shall be notified at least thirty (30) days prior to the commencement of any construction or installation of a SECONDARY USE.

1.4. This AGREEMENT is valid only to the extent of DISTRICT's jurisdiction. CITY shall be responsible for the acquisition of permits required by other affected agencies or agencies with regulatory jurisdiction over the construction, implementation, operation, maintenance and repairs of the PROJECT, hereinafter collectively referred to as "THIRD-PARTY APPROVALS." CITY shall be responsible for all costs associated with obtaining and complying with the requirements and conditions of all THIRD-PARTY APPROVALS, including, by way of example, permit fees and compensatory mitigation expenses. CITY shall provide DISTRICT copies of all THIRD-PARTY APPROVALS.

## **SECTION 2. Construction and Implementation of PROJECT**

2.1. CITY understands and acknowledges that it is required to comply with the requirements set forth in the California Environmental Quality Act (CEQA) prior to implementing and maintaining the PROJECT and that CITY shall be the lead

agency, and the DISTRICT as the responsible agency, with respect to all CEQA compliance related to the PROJECT. In addition to its other indemnification obligations as specified below, CITY hereby agrees to indemnify, defend and hold harmless DISTRICT and the County of Los Angeles and their elected and appointed officers, employees, and agents from and against all claims and/or actions related to the PROJECT that may be asserted by a third party or public agency alleging violations of CEQA or the CEQA Guidelines.

2.2. CITY shall bear all costs in connection with the design and construction of the PROJECT, including all costs related to the preparation of the plans and specifications, the construction contract, and contract administration.

2.3. Prior to commencing any construction activity on the RIGHT OF WAY or discharge of any non-storm water into the ~~RIGHT OF WAY~~ CHANNEL or any portion thereof, CITY shall apply for and obtain a permit from DISTRICT. The permit application and fee shall be submitted to the County of Los Angeles Department of Public Works, Land Development Division, Permits and Subdivisions Section.

2.4. ~~DISTRICT~~ CITY reserves the right to request changes to the final plans and specifications ~~for related to the portions of the PROJECT located on the RIGHT OF WAY that are necessitated by unforeseen or unforeseeable field conditions encountered during construction.~~

2.4.1. ~~CITY~~ District agrees to approve or disapprove of any such requested changes in work to ~~on portions of the PROJECT within DISTRICT's RIGHT OF WAY and within twenty (20) working days upon receipt of a request from LACFCDDISTRICTCITY.~~ CITY-DISTRICT shall make a good faith and reasonable effort to address and incorporate LACFCD's ~~DISTRICT's~~ CITY's recommended changes requests. In the event of a disapproval, ~~CITY and DISTRICT shall cooperate to resolve, however,~~ the reasons for such disapproval and any alternative recommendations shall be included in CITY's ~~DISTRICT's~~ response. If requested by the CityCITY, and if construction schedule issues do not preclude it, LACFCD-DISTRICT will elevate consideration of the changes to sequentially higher administrative levels within LACFCD-DISTRICT and CITY for resolution. LACFCD-DISTRICT shall make the final decision on any changes to the approved plan and specification, but DISTRICT'S approval shall not be unreasonably be withheld.

2.5. Upon completion of the construction of the PROJECT, CITY shall provide to DISTRICT a complete set of as-built plans for the PROJECT. In addition, CITY shall provide shape files for all maps depicting the PROJECT.

### SECTION 3. Operation and Maintenance of PROJECT

3.1. CITY shall prepare a maintenance manual (hereinafter referred to as M-MANUAL), describing the operation, maintenance and inspection practices, procedures and standards for the PROJECT.

3.1.1. CITY shall submit a draft version of the M-MANUAL to DISTRICT no later than ~~forty-five (45) days after the execution of this AGREEMENT by the PARTIES, or such later date as may be mutually agreed to by the PARTIES~~ forty-five (45) working days after the CITY issues a statement-of-completion of the PROJECT. In addition, the CITY shall provide the DISTRICT a letter of completion once the statement-of-completion has been issued.

3.1.2. DISTRICT shall provide the CITY with comments on the draft M-MANUAL within thirty (30) days of submittal.

3.1.3. CITY shall incorporate all reasonable comments submitted by DISTRICT and shall deliver a final version of the M-MANUAL to the DISTRICT within forty-five (45) days after receipt of the DISTRICT's comments.

3.2. CITY shall be responsible for all costs associated with the operation and maintenance of PROJECT, including but not limited to necessary repairs and replacement of the PROJECT components.

3.3. CITY shall operate and maintain the portion of the PROJECT located within the RIGHT OF WAY in a safe, clean, and orderly condition, and in compliance with the M-MANUAL and all applicable Federal and State laws and local ordinances (including the Los Angeles County Flood Control District Code), throughout the term of this AGREEMENT.

3.4. CITY shall, ~~on an~~ at least once annually and more frequently if determined by the DISTRICT to be necessary to maintain adequate capacity for flood protection as needed basis, remove all debris, including sediment and trash, that accumulates within the CHANNEL, fifty feet upstream of the grated inlet diversion structure (Station 10+47.08) and fifty feet downstream of the pneumatic rubber dam (Station 6+64.30), as shown in Exhibit C.

3.5. DISTRICT shall have the right to deflate the rubber dam at any time, for flood control maintenance/activities, and shall be provided with remote login

access to the rubber dam telemetry system and keys to the control house, mechanical control cabinet, and control panel for the rubber dam at the PROJECT. CITY shall train DISTRICT personnel in the operation of the rubber dam. In the event DISTRICT deflates the rubber dam:

3.5.1. DISTRICT shall notify the CITY within 24-hours;

3.5.2. DISTRICT shall have no responsibility to re-inflate the rubber dam;

3.5.3. CITY releases the DISTRICT from any claim or liability arising from any deflation of the rubber dam by DISTRICT, including any claim or liability related to water quality exceedances; except in the event of any to the extent that the claim or liability was caused by a negligent act or omission of the DISTRICT.

3.5.4. CITY shall consult with DISTRICT prior to re-inflation of the rubber dam;

3.5.5. CITY may continue to operate ~~the~~ the other components of the PROJECT during the deflation period;

3.6. If requested by DISTRICT in the event of an emergency, CITY shall deflate the rubber dam within one (1) hour of the request by the DISTRICT.

3.7. CITY shall provide DISTRICT with contact information for person(s) responsible for the operation and maintenance activities related to PROJECT.

3.8. CITY shall coordinate and communicate with DISTRICT regarding maintenance and repair activities related to the portions of PROJECT located within the RIGHT OF WAY. CITY shall notify DISTRICT a minimum of thirty (30) days in advance of any major (non-routine) proposed maintenance activities, except for trash removal, routine cleaning, and minor repairs. CITY shall notify the DISTRICT at least seventy-two (72) hours for minor (non-routine) work, and at least seven (7) days for routine operation and maintenance. For emergency repairs or other emergency work, the CITY shall notify the DISTRICT immediately.

3.9. If the RIGHT OF WAY or any portion thereof is damaged by any negligent act or omission of CITY, CITY shall repair the damage within a reasonable time frame after discovery or notice thereof. CITY shall be responsible for all costs related to any such repair.

3.10. If any component of PROJECT is damaged by any negligent act or omission of DISTRICT, DISTRICT shall repair and replace that component within

a reasonable time frame after discovery or notice thereof. DISTRICT shall be responsible for all costs related to any such repair and/or replacement.

3.11. CITY shall be responsible for all community relations related to the PROJECT, including responding to public inquiries, complaints, etc., and DISTRICT shall refer all inquiries, complaints, etc. regarding the PROJECT to CITY.

3.12 CITY shall not discharge any non-stormwater from the PROJECT to the CHANNEL or any other storm drains owned or operated by the DISTRICT without first obtaining a permit from the County of Los Angeles Department of Public Works ~~Los Angeles County Department of Public Works~~ Land Development Division.

3.13 The CITY shall provide DISTRICT with an annual summary report of its operations and maintenance and status of all regulatory permits. The contents of the summary report shall include at a minimum the following information:

- a. Name of Project
- b. Location description of Project
- c. Project contact information
- d. Description of the Project and its function and direct impact to the CHANNEL and other RIGHT OF WAY operation
- e. Summary of operations within the reporting year, from July 1<sup>st</sup> to June 30<sup>th</sup> of the following year, type of activities (i.e. routine, non-routine, and emergency), date and time of activities, and description of work performed
- f. Summary of repairs completed, including but not limited to, type of repairs, location of repairs, pre-and post repair photographs, date and time of repairs.
- g. Summary of public inquiries and complaints related to the PROJECT and the CITY's response
- h. Summary of quantities and quality of dry weather and stormwater captured and reused or discharged from PROJECT.
- i. Status of any regulatory permits.
- j. Status of any specialty contractor agreements required for ongoing maintenance and repairs.

3.14 This survey and status report shall be mailed to:

Attention: Area Engineer  
Los Angeles County Flood Control District  
Department of Public Works,

Flood Stormwater Maintenance Division  
5525 East Imperial Highway  
South Gate, CA 90280

#### SECTION 4. Term

4.1. The term of this AGREEMENT shall be for 50 years (Initial Term), subject to DISTRICT's right to terminate CITY'S use as provided for in Section 5, below.

4.2. This AGREEMENT shall expire at the end of the Initial Term; provided however, the DISTRICT may, in its sole discretion, extend the term of this AGREEMENT for periods not to exceed 10 years per amendment, beyond the Initial Term, subject to such terms and conditions as it deems appropriate, upon receipt of a written request from CITY, no earlier than twelve (12) months or later than six (6) months prior to the end of the Initial Term.

#### SECTION 5. Termination of Use

5.1. DISTRICT shall have the right to terminate CITY'S use of the RIGHT OF WAY or any portion thereof by giving CITY at least ninety (90) days prior written notice, under the following conditions:

5.1.1. DISTRICT proposes to implement a project on or including the RIGHT OF WAY for flood control, water conservation and/or any other use or purpose authorized by the Los Angeles County Flood Control Act; and

5.1.2. DISTRICT determines, in good faith, that PROJECT or any portion thereof, to be substantially incompatible with DISTRICT's proposed project; and

5.1.3. DISTRICT has notified CITY of the basis for DISTRICT'S determination that a substantial incompatibility will exist and has provided CITY with a reasonable opportunity to propose modifications to PROJECT that will eliminate the incompatibility; and

5.1.4. After consideration of any such modifications proposed by CITY, DISTRICT, in its sole but reasonable discretion, determines not to incorporate any such modifications or determines that, notwithstanding any such modifications, PROJECT will still be substantially incompatible with the DISTRICT's proposed project.

5.2. DISTRICT shall have the right to terminate CITY'S use of the RIGHT OF WAY in the event CITY breaches any term or condition of this AGREEMENT and



fails to cure such breach or breaches within a reasonable amount of time from the date DISTRICT provides written notice of said breach or breaches to CITY.

5.3. DISTRICT shall have the right to terminate CITY's use of the RIGHT OF WAY if construction of PROJECT has not been completed within five (5) years from the date this AGREEMENT is fully executed.

5.4. DISTRICT shall have the right to terminate CITY'S use of the RIGHT OF WAY or any portion thereof, or in DISTRICT'S sole discretion, to temporarily suspend such use, in the event DISTRICT determines, in good faith, that it is necessary for DISTRICT to enter and take exclusive possession of the RIGHT OF WAY or any portion thereof in order to respond to an emergency as defined in Public Contract Code Section 1102.

5.5. CITY shall have the right to terminate its use of the RIGHT OF WAY or any portion thereof for any reason, by giving DISTRICT at least sixty (60) days prior written notice.

#### **SECTION 6. Removal of Improvements and Restoration of the RIGHT OF WAY**

6.1 Upon the expiration of this AGREEMENT, or upon the earlier termination of CITY's use of the RIGHT OF WAY, DISTRICT may, in its sole discretion, provide a written notice to CITY to remove all or any portion of the PROJECT located within the RIGHT OF WAY, and to restore the RIGHT OF WAY to a condition similar to or better than that which existed on the effective date of this AGREEMENT (including sealing off the diversion inlet). If DISTRICT provides such notice, CITY shall comply with said notice within a reasonable time, but in no event exceeding one hundred eighty (180) days from the date of the notice or such longer period as may be mutually agreed to by the PARTIES.

6.2. Prior to commencing the removal of any improvements within the RIGHT OF WAY, CITY shall apply for and obtain a permit for the removal activities from the County of Los Angeles Department of Public Works, Land Development Division, Permits and Subdivisions Section.

6.3. If CITY fails to comply with DISTRICT's notice referred to in subsection 6.1, DISTRICT may, in its sole discretion, determine to remove any or all improvements referenced in DISTRICT's notice to CITY.

6.4. If DISTRICT removes any improvements pursuant to subsection 6.3, DISTRICT shall submit a billing invoice to CITY indicating the costs and expenses reasonably incurred by DISTRICT relating to the removal of the improvements and CITY shall reimburse DISTRICT all such costs and expenses within thirty (30) days of CITY's receipt of a billing invoice from DISTRICT. Reasonably incurred costs and expenses include but are not limited to planning,

design, removal and restoration activities, regulatory compliance and mitigation measures.

6.5. Notwithstanding any other provision in this Section 6, any improvements that were completed as part of PROJECT that were required as a condition of any environmental permit, including but not limited to, invasive species removal, habitat restoration, and habitat creation, shall not be restored to pre-PROJECT conditions.

#### SECTION 7. Indemnification and Release

7.1. CITY shall indemnify, defend, and hold harmless DISTRICT, the County of Los Angeles, and their respective officers and employees from and against any claims, demands, liability, damages, costs and expenses, including, without limitation, attorney fees and costs of litigation and claims involving bodily injury, death or personal injury of any person or property damage of any nature whatsoever, arising out of or is in any way connected to the construction operation, maintenance, repair, modification, or removal of the PROJECT or any portion thereof, except to the extent caused by the negligence or willful misconduct of DISTRICT, the County of Los Angeles, or their respective officers, employees or contractors.

7.2. CITY releases DISTRICT and waives all rights to damages for any loss, costs, or expenses CITY may sustain because of any damage to, or destruction of the PROJECT or any portion thereof, attributable to flood or storm waters, or any other runoff tributary to the RIGHT OF WAY.

#### SECTION 8. Notices

8.1 Any correspondence, communication, or contact concerning this AGREEMENT, and all notices that are to be given or that may be given by either the DISTRICT of the CITY shall be directed to the following:

Los Angeles County Flood Control District  
Department of Public Works  
~~Watershed Management~~ Stormwater Planning Division, 11th Floor  
900 South Fremont Avenue  
Alhambra, CA 91803-1331  
Attention: Dan Lafferty  
Phone No.: (626) 458-4301  
Fax: (626) 457-1526

City of Lakewood  
~~Department of Public Works~~ City Clerk  
5050 Clark Avenue

Lakewood, CA 90712  
Phone No.: (562) 866-9771 Ext. 2500  
LRapp@lakewoodcity.org

The PARTIES shall promptly notify each other of any change of the contact information specified in this Section 8.1, including personnel changes.

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AGREEMENT NO. 003398  
PROJECT 181-9, LOS CERRITOS  
UNIT 3, LINE A

IN WITNESS WHEREOF, DISTRICT and CITY have caused this AGREEMENT to be executed by their respective duly authorized officers, by ~~LACFCD DISTRICT~~ on \_\_\_\_\_, 20172018; by CITY on \_\_\_\_\_, 20172018.

LOS ANGELES COUNTY  
FLOOD CONTROL DISTRICT

A body corporate and politic

By \_\_\_\_\_  
Chief Engineer

APPROVED AS TO FORM:

MARY C. WICKHAM  
County Counsel

By: \_\_\_\_\_  
Deputy

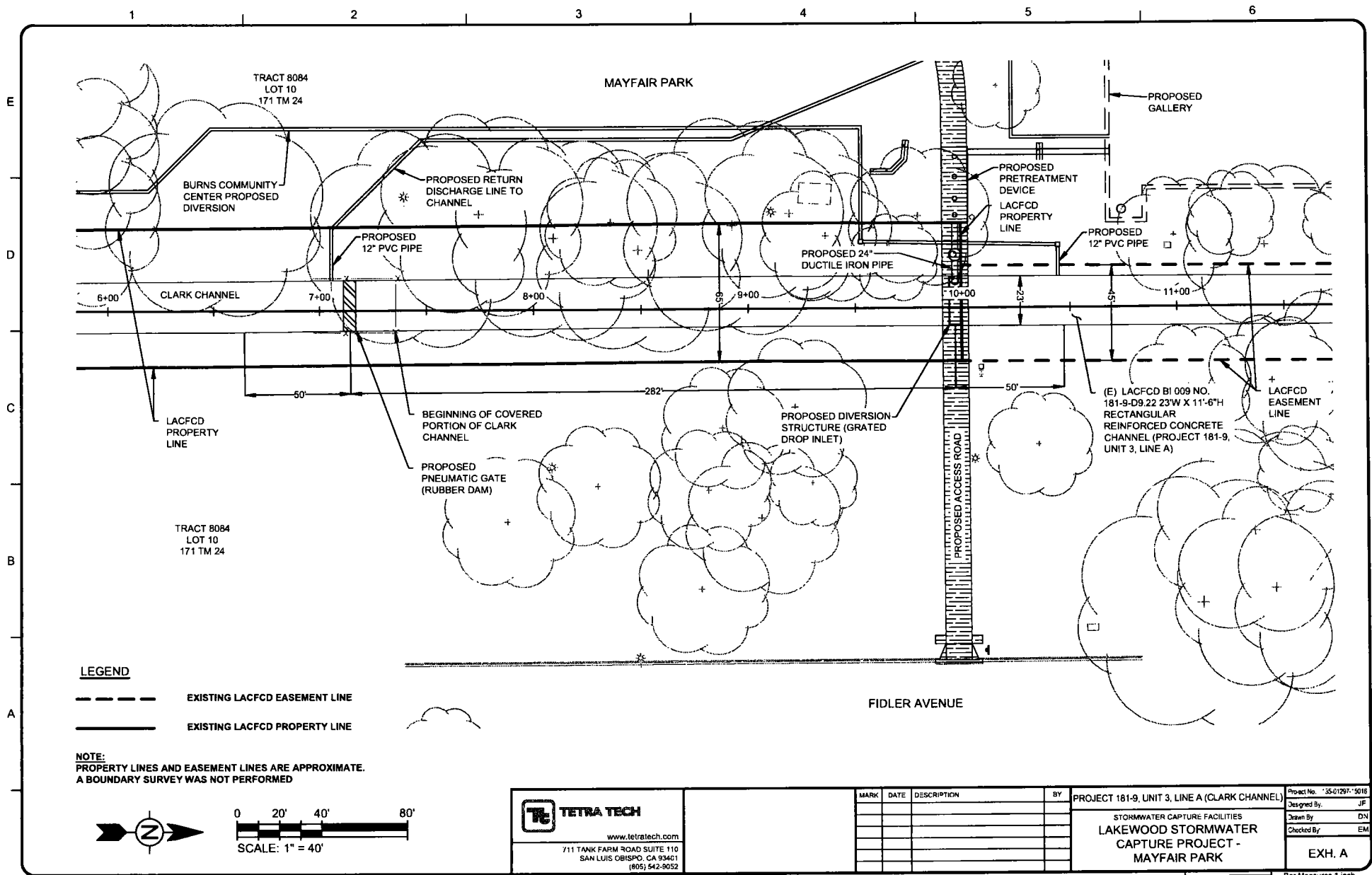
CITY OF LAKEWOOD

By: \_\_\_\_\_  
City Mayor

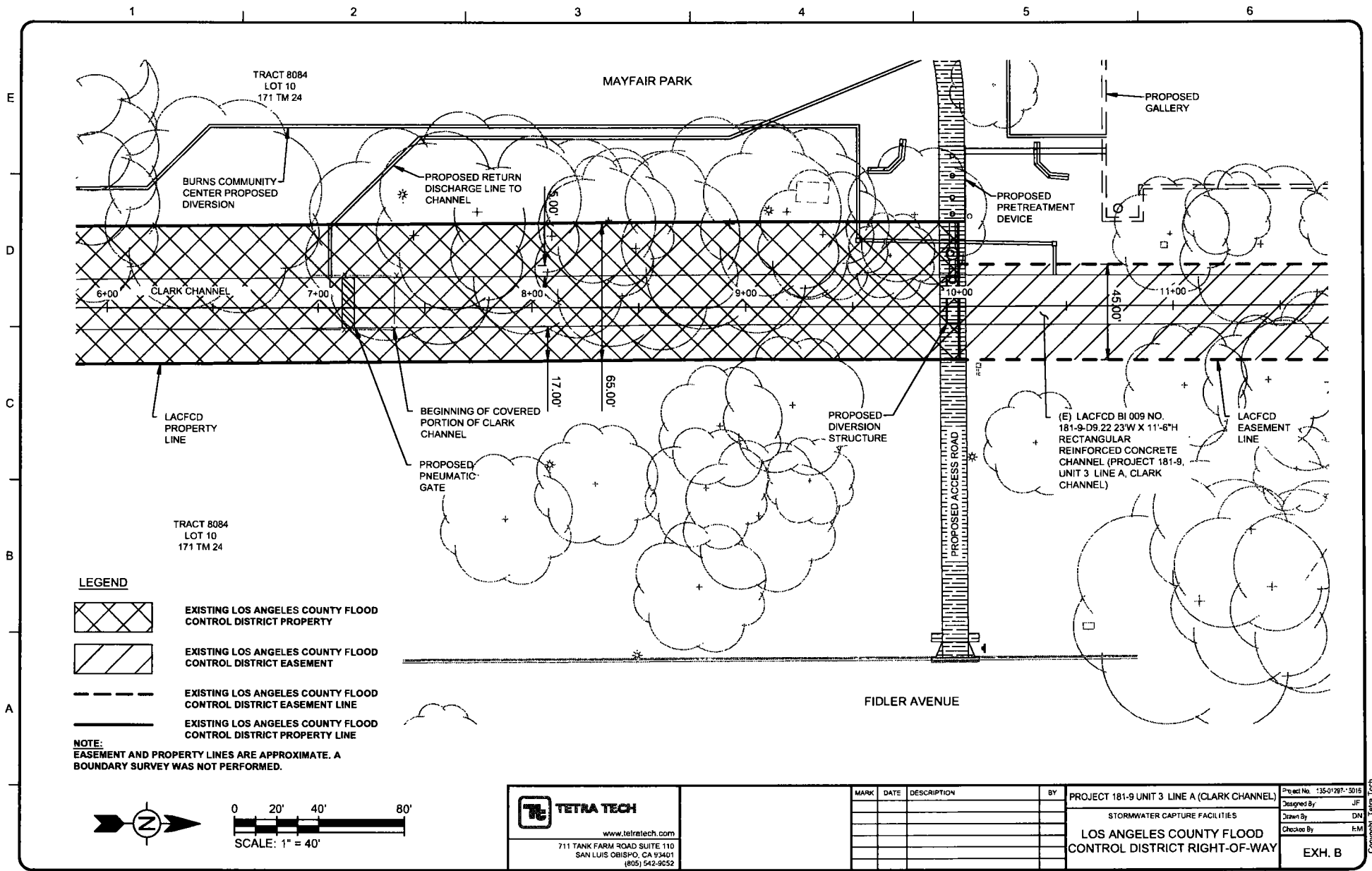
APPROVED AS TO FORM:

By: \_\_\_\_\_  
City Attorney

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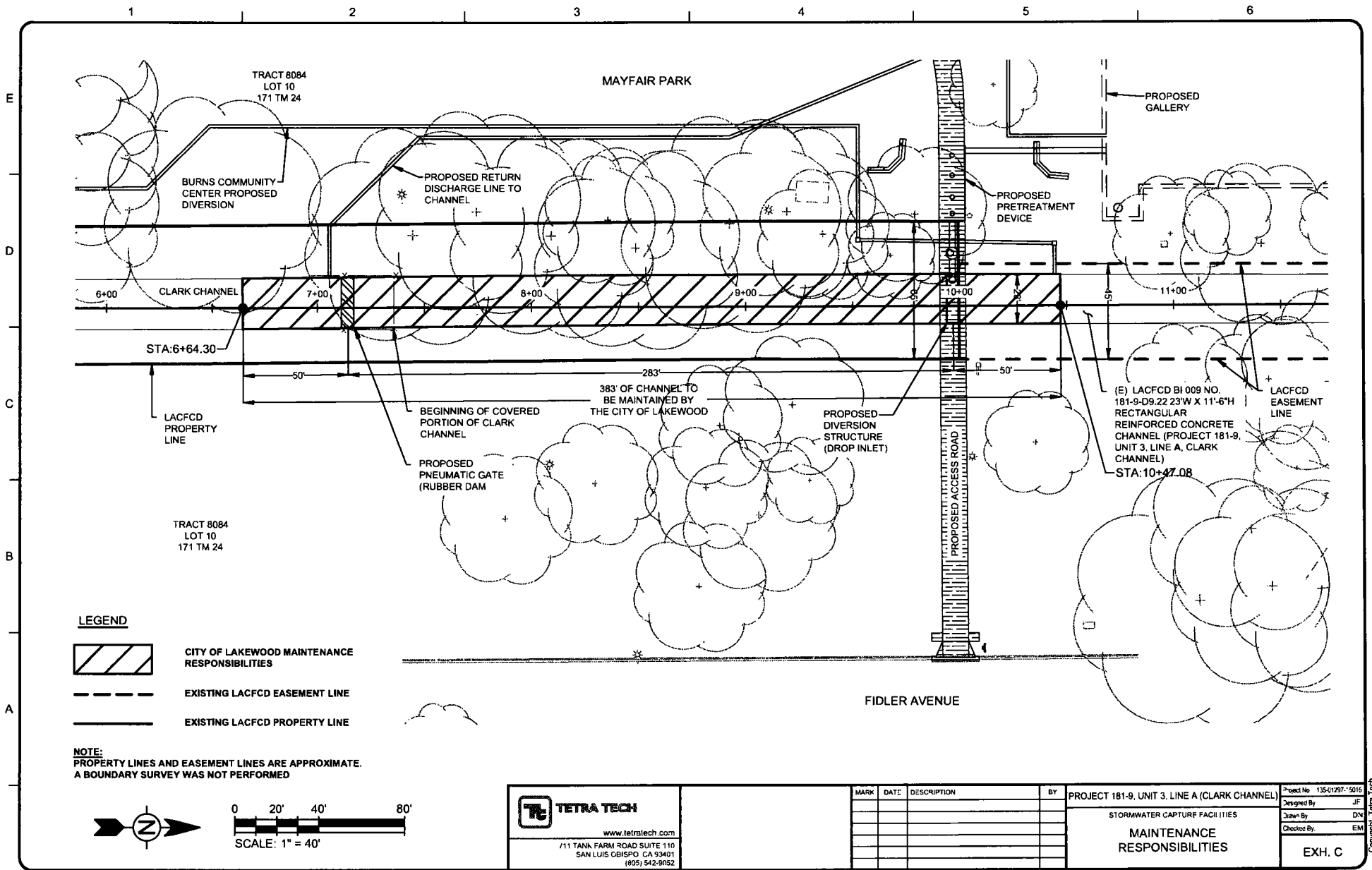


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# **D I V I D E R S H E E T**



# Public Hearings

## **COUNCIL AGENDA**

March 27, 2018

**TO:** Honorable Mayor and Members of the City Council

**SUBJECT:** Proposed ordinance to update standards regarding trash enclosures and the storage of solid waste.

### **STATEMENT OF FACTS**

On March 1, 2018, the Planning and Environment Commission adopted Resolution 04-2018 recommending approval of the proposed ordinance to the City Council.

The purpose of the proposed ordinance is to update, consolidate and clarify the development standards for both the design of trash enclosures and for the short-term external storage of solid waste in either trash carts or trash bins, to prevent pollution caused by storm water runoff coming into contact with solid waste, to discourage unauthorized dumping and retrieval of discarded solid waste and to inhibit access to solid waste by scavengers. Solid waste includes trash, debris, garbage, organic waste, green waste, recycling materials, refuse and other discarded items.

Furthermore, the purpose of this ordinance is to:

1. Facilitate compliance with mandates of the State of California Regional Water Quality Control Board, Los Angeles Region and the National Pollutant Discharge Elimination System (NPDES) that require the City of Lakewood through the mandatory Municipal Separate Storm Sewer System (MS4) Permit to adhere to and adopt “Best Management Practices (BMP)” to assist in the prevention and reduction of storm water pollution. The Director of Public Works has implemented a BMP requirement that all trash enclosures have rainproof roofs to prevent externally stored solid waste from being conveyed into the storm water system.
2. Support the Los Angeles County Sheriff’s Department by requiring trash enclosures to be fully secured and locked to discourage unauthorized entry, dumping and unauthorized retrieval of discarded solid waste.
3. Discourage access to trash enclosures by scavenging animals such as sea gulls and feral cats by fully securing the enclosures and decreasing the litter mess caused by these scavengers.
4. Require non-conforming trash enclosures and trash storage situations to be corrected within three years or sooner in conjunction with a substantial construction project, such as a commercial tenant improvement for a new business.

Many of the city’s trash enclosures have been retrofitted and/or reconstructed in the last four years. This has been in response to the Public Works Director’s implementation of the MS4 Permit BMP’s to cover trash enclosures with rainproof roofs. Most of the trash enclosures at the Lakewood Center Mall, Lakewood Market Place and Lakewood Square have been retrofitted. The Carwood and Carwood West Shopping Centers are both in full compliance. Many individual commercial buildings have retrofitted their enclosures as new tenant

Proposed ordinance regarding trash enclosures and the storage of solid waste.

March 27, 2018

Page 2

improvements were completed, including the four recently remodeled McDonald's Drive-Thru Restaurants, Orchard Supply Hardware store, Tokyo Hibachi and most recently the new Raising Cane's Chicken Finger restaurant. The ordinance will require that all remaining commercial and multiple-family complexes to bring their solid waste storage situations and trash enclosures into compliance within three years of the effective date of the ordinance.

## **PROPOSED ORDINANCE PROVISIONS**

The proposed ordinance will:

1. REPEAL:
  - a) LMC Subsection 9332.G regarding development standards for trash areas in the M-F-R (Multiple-Family Residential) zone district;
  - b) LMC Subsection 9341.K. relating to C-1 (Commercial) zone district standards for the storage of garbage, waste, refuse and trash.
  - c) LMC Subsection 9332.G of Article IX development standards for trash enclosures.
2. ADD - Part 21 of Chapter 3 of Title IX of the Lakewood Municipal Code, commencing with Section 9800 that will do the following:
  - a) Establish and clarify external storage standards for all types of solid waste stored on any property in the City of Lakewood. This includes all land uses in all zoning districts.
  - b) Clarify that the Public Works Director or designee in coordination with the City-approved Solid Waste Contractor and/or authorized recycling agent is responsible for the determination of required cart/bin capacities, frequency of pickup, method of pickup and schedule of collections. This includes determinations of vehicle access route with driveway construction standards to allow adequate maneuvering and adequate paving to support the weight of the collection vehicle.
  - c) Clarify that the Director of Community Development or designee shall determine the appropriate location and design criteria for the temporary storage of solid waste for all land uses on all parcels in all zone districts. All solid waste storage shall be in approved carts, bins and trash enclosures. The review shall include requirements for vehicular and pedestrian access to the enclosure, as well as landscaping adjacent to the enclosure.
  - d) Establish development standards for the new construction and retrofitting of existing trash enclosures to accomplish the goal of having all trash enclosures to be fully secured with rain-proof roofs to prevent storm water pollution and to discourage both unauthorized dumping and unauthorized scavenging by both people and animals.
  - e) Maintain the July 1, 1971 requirement that all trash bins be stored inside a trash enclosure.
  - f) Provide for an amortization period to allow property owners three years from the effective date of the ordinance to correct any current non-conforming solid waste storage situation. Any significant property improvement will require the retrofitting and/or correction to be completed in combination with the improvement. This would occur where the cost of retrofitting the trash enclosure would be less than 20% of the construction value of the permitted improvement.

Please refer for full details to the attached proposed ordinance which is entitled:  
**AN ORDINANCE OF THE CITY OF LAKEWOOD AMENDING  
ARTICLE IX OF THE LAKEWOOD MUNICIPAL CODE  
PERTAINING TO STANDARDS FOR TRASH ENCLOSURES  
AND THE STORAGE OF SOLID WASTE**

### **CEQA**

The proposed ordinance is exempt from CEQA pursuant to CEQA Guidelines Section 15061(b) (3), which is the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment and CEQA does not apply where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment. This ordinance has no impact on the physical environment as it will only modify administrative procedures and not result in any changes to the physical environment. The Planning and Environment Commission recommended on March 1, 2018, that the City Council approve this Notice of Exemption.

### **PUBLIC NOTICE**


Pursuant to Section 9422 of the Lakewood Municipal Code and State Law, notice of the public hearing for this amendment was posted on the City's website on March 16, 2018, published in the Press Telegram on March 16, 2018, and posted in three places within the City on March 16, 2018.

### **RECOMMENDATION**

The Planning and Environment Commission recommends that the City Council adopt the proposed ordinance and approve the related Notice of Exemption.

Staff recommends that the City Council introduce the proposed ordinance amending the Lakewood Municipal Code to update the standards regarding trash enclosures and the storage of solid waste by adding Part 21 of Chapter 3 to Title IX of the Lakewood Municipal Code (LMC), commencing with Section 9800.

Sonia Dias Southwell, AICP  
Director of Community Development



Thaddeus McCormack  
City Manager

## **RESOLUTION NO. 4-2018**

A RESOLUTION OF THE PLANNING AND ENVIRONMENT COMMISSION OF THE CITY OF LAKEWOOD RECOMMENDING TO THE CITY COUNCIL OF THE CITY OF LAKEWOOD APPROVAL OF A PROPOSED ORDINANCE TO UPDATE STANDARDS REGARDING TRASH ENCLOSURES AND THE STORAGE OF SOLID WASTE.

THE PLANNING AND ENVIRONMENT COMMISSION OF THE CITY OF LAKEWOOD DOES HEREBY FIND, RESOLVE AND DETERMINE AS FOLLOWS:

SECTION 1. The Planning and Environment Commission, having had submitted to it a proposed ordinance to update and clarify the standards regarding trash enclosures and the storage of solid waste, hereby submits its report and recommendation to the City Council.

SECTION 2. The Planning and Environment Commission held a duly noticed public hearing on March 1, 2018 in the City Council Chambers, 5000 Clark Avenue, Lakewood, California, pursuant to notice given in the time and manner required by law. During the hearing, it considered all evidence presented, both written and oral and at the end of the hearing voted to adopt a resolution recommending that the City Council adopt this ordinance. A summary of the hearing is set forth in the Minutes of the Planning and Environment Commission, attached hereto and made a part hereof. The Secretary of the Commission is directed to attach the Minutes with the hearing summary to the Resolution when prepared, whether or not first approved by the Planning and Environment Commission.

SECTION 3. In connection with this proposed ordinance, the Planning and Environment recommends that the City Council find the proposed ordinance to be exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) which is the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment and that CEQA does not apply where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment.

SECTION 4. The Planning and Environment Commission finds that the Lakewood Municipal Code of the City of Lakewood should be amended for the following reasons and findings:

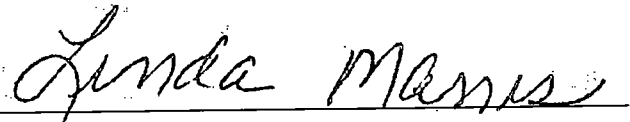
- A. The ordinance clarifies the responsibilities and requirements for solid waste storage procedures for every land use on every property in every zone district within the City of Lakewood, including the construction requirements for fully secured and roofed trash enclosures.
- B. Facilitates compliance with the mandates of the State of California Regional Water Quality Control Board, Los Angeles Region and the National Pollutant Discharge Elimination System (NPDES) that require the City of Lakewood through the mandatory Municipal Separate Storm Sewer System (MS4) Permit to adhere to and adopt "Best Management Practices (BMP)" to assist in the prevention and reduction of storm water pollution. The Director of Public Works has implemented a BMP requirement that all trash enclosures have rainproof roofs to prevent externally stored solid waste from being

- conveyed into the storm water system.
- C. Supports the Los Angeles County Sheriff's Department by requiring trash enclosures to be fully secured and locked to discourage unauthorized entry, dumping and unauthorized retrieval of discarded solid waste.
  - D. Discourages access to trash enclosures by scavenging animals such as sea gulls and feral cats by fully securing the enclosures and decreasing the litter mess caused by these scavengers.

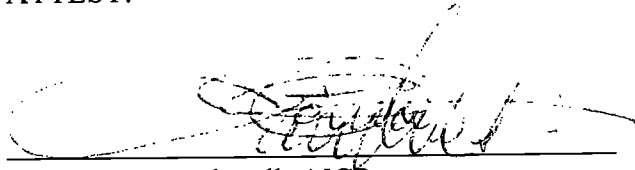
SECTION 5. Based on the aforementioned findings, the Planning and Environment Commission recommends to the City Council that the City Council prepare and adopt, following the holding of a public hearing as required by law, the attached ordinance pertaining to updating and clarifying regarding trash enclosures and the storage of solid waste.

ADOPTED AND APPROVED on the 1st day of March, 2018, by the Planning and Environment Commission of the City of Lakewood by the following roll call vote:

AYES:	COMMISSIONERS: McKinnon, Stuckey, Samaniego, Manis
NOES:	COMMISSIONERS:
ABSENT:	COMMISSIONERS: Quarto
ABSTAIN:	COMMISSIONERS:

  
Linda Manis, Chairperson

ATTEST:

  
Sonia Dias Southwell, AICP  
Director of Community Development/Secretary

ORDINANCE NO. 2018-1

AN ORDINANCE OF THE CITY OF LAKEWOOD AMENDING  
ARTICLE IX OF THE LAKEWOOD MUNICIPAL CODE  
PERTAINING TO STANDARDS FOR TRASH ENCLOSURES  
AND THE STORAGE OF SOLID WASTE

THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES ORDAIN AS  
FOLLOWS:

SECTION 1. INTENT. Article IX Planning - Zoning of the Lakewood Municipal Code is hereby amended as provided in this Ordinance to update and clarify the required standards for trash enclosures and the short-term storage of solid waste prior to collection in trash carts and in trash bins stored in trash enclosures for all land uses in every zone district pursuant to Public Hearings before the Planning and Environment Commission and the City Council.

SECTION 2. PURPOSE. The purpose of this ordinance is to update, consolidate and clarify the development standards for both the design of trash enclosures and for the short term storage of solid waste in either trash carts or trash bins, in order to prevent pollution caused by storm water runoff coming into contact with solid waste, to discourage unauthorized dumping and retrieval of discarded solid waste and to inhibit access to solid waste by scavengers. Solid waste includes trash, debris, garbage, organic waste, green waste, recycling materials, refuse and other discarded items. Furthermore, the purpose of this ordinance is to:

- A. Facilitate compliance with mandates of the State of California Regional Water Quality Control Board, Los Angeles Region and the National Pollutant Discharge Elimination System (NPDES) that require the City of Lakewood through the mandatory Municipal Separate Storm Sewer System (MS4) Permit to adhere to and adopt "Best Management Practices (BMP)" to assist in the prevention and reduction of storm water pollution. The Director of Public Works has implemented a BMP requirement that all trash enclosures have rainproof roofs to prevent externally stored solid waste from being conveyed into the storm water system.
- B. Support the Los Angeles County Sheriff's Department by requiring trash enclosures to be fully secured and locked to discourage unauthorized entry, dumping and unauthorized retrieval of discarded solid waste.
- C. Discourage access to trash enclosures by scavenging animals such as sea gulls and feral cats by fully securing the enclosures and decrease the litter mess caused by these scavengers.

SECTION 3. Subsection 9332.G of Article IX of the Lakewood Municipal Code, relating to the development standards for trash areas in the M-F-R (Multiple-Family Residential) zone district is hereby repealed in its entirety:

SECTION 4. Subsection 9341.K. of Article IX of the Lakewood Municipal Code, relating to C-1 zone district standards for the storage of garbage, waste, refuse and trash is hereby repealed in its entirety:

SECTION 5. Part 21 of Chapter 3 of Title IX of the Lakewood Municipal Code, commencing with Section 9800 is hereby added to read as follows:

**PART 23**  
**SOLID WASTE STORAGE AND TRASH ENCLOSURE STANDARDS.**

**9810. DEFINITIONS.**

- A. REFERENCED DEFINITIONS.** All terms used in this Part are defined in Part 1 of Chapter 3 of Title V of the Lakewood Municipal Code, commencing with Section 5300 and shall be the definitions set forth therein. These words and terms include but are not limited to the definitions of the following: "Approved Refuse Container," "Authorized Recycling Agent," "Contractor," "Occupant," "Place or Premises," "Solid Waste," "Recycle or Recycling," and "Recyclables".
- B. ADDITIONAL DEFINITIONS.** These words and terms apply particularly to this Part and are defined as follows:
- 1. Solid Waste Storage.** Temporary storage of solid waste in a City-approved cart or bin (dumpster) prior to collection.
  - 2. Trash Enclosure.** A fully enclosed and secured structure that is designed to store all the solid waste generated by a place or premises in City-approved bins and/or carts stored inside the enclosure. The trash enclosure shall be designed to direct storm water away from all sides of the enclosure and have a rainproof roof.
  - 3. Property Owner.** The person or legal entity, or any agent thereof, that owns or manages any land use located on any place or premises in any zone that is subject to the provisions of this Part.
  - 4. Green Waste.** Solid waste that is biodegradable with a high nitrogen content and capable of being composted. This waste normally consists of grass clippings, landscape trimmings, tree branch prunings, weeds, other yard waste, etc.
  - 5. Organic Waste.** Solid waste that includes food waste, green waste, landscape waste, nonhazardous wood waste, and food-soiled paper waste that is mixed in with food waste. Regulations may require that this waste is required to be stored and collected separately.

**9820. SOLID WASTE STORAGE.** No person, Property Owner, tenant, or occupant of any structure, any land use and/or any land use activity being used on any land in any zone district anywhere in the City of Lakewood shall deposit, place, dispose of, abandon, leave, discard or maintain the external storage of solid waste, green waste and/or recyclables or allow the accumulation, deposit, placement, disposal, abandonment or the discarding of solid waste, recyclables and/or green waste by others on any place or premises in any zone district, unless it is deposited and stored in accordance with the standards of this Part.

The Director of Public Works or designee shall determine for each land use in coordination with the City-approved solid waste contractor and/or authorized recycling agent the appropriate method and procedures for the storage and collection of solid waste by the contractor. This shall involve



determinations of cart/bin capacity, frequency, method and schedule of collections. This also includes specifying the required collection vehicle access route with driveway construction standards to allow adequate maneuvering and adequate paving to support the weight of the collection vehicle.

The Director of Community Development or designee shall determine the appropriate location and design criteria for temporary storage of solid waste for all land uses on all parcels in all zone districts. All solid waste storage shall be in approved carts, bins and trash enclosures. The review shall include requirements for vehicular and pedestrian access to the enclosure, as well as landscaping adjacent to the enclosure. Solid waste shall be stored as follows:

- A. TRASH CANS.** Trash cans are containers that do not require approval from the City and that are used for the convenient external storage of solid waste and recyclables by property owners and occupants for no more than 24 hours. These are typically located in front of stores, in parking lots and adjacent to outdoor furniture. These containers are provided by property owners and occupants for the convenience and use of tenants, customers and the general public to reduce litter. Trash cans shall be emptied at least once every twenty-four hours into City-approved carts, bins, or trash compactors maintained by the owner or occupant for the temporary storage of solid waste, green waste, organic waste and/or recyclables prior to collection by the approved solid waste contractor and/or authorized recycling agent.
- B. APPROVED CARTS AND BINS.** All solid waste, recyclables and green waste that are to be stored for collection for more than 24 hours outside any building or structure in any zone district shall be placed and maintained in either a City-approved cart or a city-approved bin, which has an overlapping fly-tight lid. The lid shall be secured in place at all times when the cart or bin is not being filled or emptied. A commercial trash compactor may be approved by the City as an alternative for solid waste storage. The number, size, type and storage purpose of required carts/bins shall be determined by the Public Works Director or designee in coordination with the City-approved solid waste contractor and/or authorized recycling agent.
  - 1. Cart Storage.** (Single-Family Residential, Multiple-Family Residential with four or fewer dwelling units and other land uses as approved). Carts are durable containers (e.g. heavy duty plastic) designed to be rolled on attached wheels to curbside pickup locations. All property owners and occupants of single-family residential dwelling units; multiple-family residential complexes with four or fewer dwelling units and any other land use approved by the Director of Public Works to use cart storage shall store their solid waste, recyclables and green waste in these approved carts.
    - (a)** Approved carts may be stored inside a structure or outside in a manner that is not visible from the street, except on the night before and on the day of the scheduled curbside collection.
    - (b)** No approved cart or other storage device shall be stored in a manner that impedes access to any required off-street driveway, parking space, garage, carport or internal walkway.

**2. Bin Storage.** (Commercial, Industrial and all other land uses not authorized for Cart Storage) Trash bins (i.e. “dumpsters”) are large durable containers (e.g. heavy gauge steel) that are designed to be rolled out of a trash enclosure and mechanically picked up by a collection vehicle. All Property Owners and occupants in any zone district of any commercial, industrial, institutional, office, educational, recreational, open space, agricultural or other non-residential land uses; and any multiple-family residential complexes with five or more dwelling units shall store their solid waste, recyclables and green waste in City-approved bins unless otherwise approved by the Director of Public Works or designee.

(a) Each bin shall have a minimum capacity of three cubic yards.

(b) Each bin shall have an overlapping fly-tight lid that is kept closed except when being filled or emptied.

(c) All bins shall be stored either inside a building or inside and within the walls of an approved trash enclosure structure.

(d) This requirement applies to all applicable land uses irrespective of the original date of construction or commencement of the land use.

**C. TRASH ENCLOSURE DESIGN.** All commercial, industrial, institutional, office, educational, recreational, open space, agricultural land uses and multiple-family residential complexes with five or more dwelling units shall be equipped with one or more trash enclosures, unless otherwise approved by the Director of Public Works or designee.

**1. Size and Number.** The required size and number of enclosures shall be sufficient to properly enclose all the solid waste, recyclables and green waste into approved bins/carts as determined by the Director of Public Works or designee in coordination with the authorized solid waste contractor and/or authorized recycling agent. The standard trash enclosure is designed to contain two or more bins. The requirements for recycling storage, organic waste storage, green waste storage and any other required waste storage including frequency of collection for each of these shall be considered in this determination.

**2. Design and Location.** The design and location of each trash enclosure shall be approved by the Director of Community Development or designee. The design and location shall assure adequate and convenient access for both pedestrians disposing of solid waste and the City-approved solid waste contractor’s collection vehicle. The vehicular path leading to the enclosure shall not require excessive maneuvering and shall have sufficient strength to support the weight of the collection vehicles. The design and construction of the trash enclosure shall conform to the general standards listed below and as shown on the current Trash Enclosure Example handout that is approved by the Director of Community Development and on file with the Community Development Department. The Director of Community Development or designee may approve alternative designs, materials and dimensions, provided they meet the goal of having a fully secured trash enclosure with a rain-proof roof.

(a) **Floor Design.** The trash enclosure floor shall be constructed with concrete and be designed so that it can be swept out and shall be kept in a sanitary condition.

The concrete pad and area outside the perimeter of the trash enclosure shall be graded and designed to have storm water runoff flow away from all sides of the trash enclosure and into landscaped areas, if possible. The inside perimeter walls of the enclosure shall be protected by a reinforced concrete curb or similar protection to prevent bins from damaging the interior.

- (b) **Wall Design.** The trash enclosure walls shall be constructed with reinforced masonry block, decorative block or other durable opaque material. Alternative designs may use existing building walls and existing perimeter block walls as part of the enclosure. The height of the enclosure wall shall be a minimum of six feet (6') and be sufficient to conceal the contents of the enclosure and it may be extended to the required roof. The wall height shall be measured from the finish grade at the doorway of the enclosure. The texture and color of the wall shall blend with the architecture of the adjacent building.
- (c) **Security Panels.** If the trash enclosure walls do not extend and connect to the roof; then the area between the trash enclosure wall and the roof shall be secured with welded wire mesh or other material, but not chain link fencing.
- (d) **Gate Design.** All gates and doors shall be constructed of a solid material. The contents inside the enclosure shall not be visible when they are closed and shall be designed to remain open with sufficient width for collection. All gates/doors shall be equipped with a lockable latch. The gate shall be constructed of a durable material, color, texture and design which will blend in a compatible manner with the architecture adjacent buildings.
- (e) **Roof Design.** The roof shall be water proof and shed storm water so that it flows away from the trash enclosure, but lands on the subject parcel. The roof height of each trash enclosure shall be of sufficient height to allow the bin covers to be raised to full height.
- (f) **Landscaping and Graffiti Protection.** Trash enclosure walls shall be covered with one of the following: graffiti-resistant paint, graffiti-resistant sealant, wall climbing vines and/or other landscaping designed to discourage graffiti.
- (g) **Setbacks.** All trash enclosures shall be designed and constructed in compliance with the setback regulations of the applicable zone district.

**D. MULTIPLE-FAMILY RESIDENTIAL (FIVE OR MORE UNITS).** The Property Owner of a multiple-family residential complex with five or more dwelling units shall provide solid waste storage as follows:

1. **Approved Bins.** If bins are required by the Director of Public Works or designee, there shall be a minimum bulk capacity of one cubic yard of solid waste storage for each five (5) dwelling units. All bins, carts and other solid waste storage shall be consistently contained and maintained within the walls of the trash enclosure, except during collection procedures.
2. **Approved Carts.** The Director of Public Works or designee may approve alternative solid waste storage criteria, areas and collection procedures. If carts are approved by the Director of Public Works or designee, the Property Owner shall provide a storage area for the carts in each dwelling unit. Any required carts shall be stored in a manner that is not viewable from the street or common areas of the complex.

**E. NON-CONFORMING TRASH ENCLOSURES AND STORAGE PRACTICES.** All land uses in any zoning district that do not have trash enclosures and/or solid waste storage containers and practices that conform to the standards established by this Part are required to bring those enclosures and practices into conformance, as follows:

- 1. Existing Non-Conforming Trash Storage Practices.** All existing land uses in all zone districts are required to implement the storage and enclosure standards of this Part at the time this ordinance becomes effective. All land uses that are required to have a trash enclosure and that do not currently have one installed shall construct a trash enclosure that conforms to the standards of this Part (“conforming trash enclosure”).
- 2. Existing Non-Conforming Trash Enclosures.** All existing land uses that have an existing trash enclosure that does not conform to the standards of this Part shall reconstruct and/or retrofit the existing trash enclosure to properly conform to the standards of this Part.
- 3. Non-Conforming Compliance Date.** All non-conforming trash storage situations and enclosures shall construct, reconstruct and/or retrofit the required trash enclosures to conform to the standards of this Part within three (3) years of the effective date of this ordinance. This means that the required conforming trash enclosure shall be completed and receive a successful final building inspection prior to the last day of the specified three (3) year time period.
- 4. New Tenant Improvements and New Construction.** Any new tenant improvement and/or new construction that does not have a conforming trash enclosure shall be required to construct a conforming trash enclosure in conjunction with that new construction, provided the following applies:
  - (a)** The mandatory construction requirement shall be implemented when the estimated value of the trash enclosure construction is equal to or less than twenty percent (20%) of the estimated value of the tenant improvement and/or new construction, as determined by the Director of Community Development or designee.
  - (b)** Projects that have estimated values of construction for the trash enclosure that exceeds the twenty percent (20%) of the estimated value of the tenant improvement or new construction shall construct the conforming trash enclosure, within three (3) years of the effective date of this ordinance.

SECTION 6. CEQA. This ordinance is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) which is the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. CEQA does not apply where it can be seen with certainty that there is no possibility that the activity may have a significant effect on the environment. This ordinance has no impact on the physical environment as it will only modify administrative procedures and not result in any changes to the physical environment.

SECTION 7. SEVERABILITY. If any section, subsection, subdivision, sentence, clause, phrase or portion of this ordinance, is for any reason held to be invalid or unconstitutional by the

decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this ordinance. The City Council hereby declares that it would have adopted this ordinance and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

SECTION 8. CONTINUITY. To the extent the provisions of the Lakewood Municipal Code as amended by this ordinance are substantially the same as the provisions of that Code as they read immediately prior to the adoption of this ordinance, then those provisions shall be construed as continuations of the earlier provisions and not as new enactments.

SECTION 9. CERTIFICATION. The City Clerk shall certify to the adoption of this ordinance and shall post a certified copy of this ordinance, including the vote for and against same, in the Office of the City Clerk, in accordance with Government Code Section 36933. The City Council hereby finds and determines there are no newspapers of general circulation both published and circulated within the City and, in compliance with Section 36933 of the Government Code, directs the City Clerk to cause the ordinance within 15 days after its passage to be posted in at least three (3) public places within the City as established by ordinance.

SECTION 10. EFFECTIVE DATE. This Ordinance shall be posted or published as required by law and shall take effect thirty (30) days after its adoption.

APPROVED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2018, by the following roll call vote:

	AYES	NAYS	ABSENT
Council Member Wood	_____	_____	_____
Council Member Piazza	_____	_____	_____
Council Member Croft	_____	_____	_____
Council Member Rogers	_____	_____	_____
Mayor DuBois	_____	_____	_____

\_\_\_\_\_  
Mayor

ATTEST:

\_\_\_\_\_  
City Clerk

# **D I V I D E R S H E E T**

*Legislation*

RESOLUTION NO. 2018-8

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
LAKEWOOD AUTHORIZING THE CITY TREASURER TO  
DEPOSIT FUNDS FOR SAFEKEEPING AND INVESTMENT  
AND AUTHORIZING WITHDRAWAL OF FUNDS FROM  
DEPOSITORIES

WHEREAS, Article 2 of Chapter 4 of Division 2 of Title 5 of the Government Code pertains to the deposit and investment of funds of local agencies; and

WHEREAS, pursuant thereto the City Treasurer, with the approval of the City Council, may deposit money necessary to pay the principal and interest on bonds in a bank within or without the State at the place where they are payable. The City Treasurer further is required to deposit the funds of the City in active and inactive deposits in State or national banks, with the objective of realizing maximum return, consistent with prudent financial management; and

WHEREAS, the City Council has from time to time authorized the City Treasurer to invest said funds in certain banks; and

WHEREAS, the City Treasurer would have more flexibility and be better able to carry out the mandate of the law if the City Treasurer, from time to time, may make the determination as to those depositories or investments in which the City's funds are to be placed, all subject to the terms and provisions of said Article 2 of Chapter 4 of Division 2 of Title 5 of the Government Code of the State of California.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES RESOLVE AS FOLLOWS:

SECTION 1. Resolution No. \_\_\_\_\_ pertaining to the deposit and withdrawal of funds is hereby repealed.

SECTION 2. Pursuant to Article 2 of Chapter 4 of Division 2 of Title 5 of the Government Code of the State of California, the City Treasurer is hereby authorized and directed to deposit all funds of the City of Lakewood as therein specified in active or inactive accounts bearing the highest rate of interest as specified in said Government Code, or to invest said funds in those securities as therein specified in said Government Code, all subject to the terms and provisions of Chapter 4 of Title 5 of the Government Code of the State of California.



SECTION 3. The City Treasurer is authorized and directed to execute all necessary documents, authorization and depository agreements to carry out the foregoing. Any State or national bank depository is hereby requested, authorized and directed to honor all checks, drafts or other orders for payment drawn in the City's name on said accounts so made and entered into by the City Treasurer under the manual, electronic, or facsimile signature of Thaddeus McCormack or Jose Gomez; and where countersigned by either the manual, electronic, or facsimile signature of \_\_\_\_\_, Mayor, or that of \_\_\_\_\_, Mayor Pro Tem. Said depository shall be entitled to honor and to charge to the City of Lakewood for all such checks for the payment of money regardless of, by whom, or by what means the actual or purported facsimile signature or signatures resemble the electronic specimen from time to time filed with the depository by the City Treasurer.

SECTION 4. The City Clerk is directed to certify to the adoption of this resolution and to procure from each depository selected by the City Treasurer the necessary signature clauses, cards, or authorizations. The City Treasurer is directed to keep on file with each depository selected by him the facsimile signature of the Mayor and Mayor Pro Tem and from time to time file with the depository any changes in said facsimile specimen.

ADOPTED AND APPROVED THIS 27TH DAY OF MARCH 2018, BY THE FOLLOWING ROLL CALL VOTE:

AYES: COUNCIL MEMBERS:  
NAYS: COUNCIL MEMBERS:  
ABSENT: COUNCIL MEMBERS:

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Mayor

ATTEST:

---

City Clerk

# **D I V I D E R S H E E T**

RESOLUTION NO. 2018-9

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF  
LAKEWOOD AUTHORIZING THE USE OF THE MANUAL,  
FACSIMILE AND/OR ELECTRONIC SIGNATURE OF  
\_\_\_\_\_, MAYOR, IN THE EXECUTION OF  
PUBLIC SECURITIES AND INSTRUMENTS OF PAYMENT

WHEREAS, the Uniform Facsimile Signature of Public Officials Act, Chapter 6, Division 6, Title 1 of the Government Code of the State of California, authorizes the use of facsimile signature in lieu of manual signature for the execution of public securities and any instrument of payment; and

WHEREAS, \_\_\_\_\_, City Council Member of the City of Lakewood has been elected by said City Council as Mayor of the City of Lakewood; and

WHEREAS, the Mayor of the City of Lakewood is required from time to time to execute by manual signature "public securities and instruments of payment"; and

WHEREAS, the use of facsimile signature by said \_\_\_\_\_, Mayor, will greatly expedite the conducting of City business;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES RESOLVE AS FOLLOWS:

SECTION 1. \_\_\_\_\_, the Mayor of the City of Lakewood, is hereby authorized and directed to use the hereinafter certified manual, facsimile or electronic signature in lieu of manual signature in the execution of any public security or instrument of payment as provided in Chapter 6, Division 6 of Title 1 of the Government Code of the State of California.

SECTION 2. Resolution No. \_\_\_\_\_ of the City Council of the City of Lakewood, authorizing the use of the manual, facsimile or electronic signature of \_\_\_\_\_, Mayor, in the execution of public securities and instruments of payment, is hereby repealed.

SECTION 3. This resolution shall not be effective for any purpose whatsoever unless at least one signature on the execution of such public security or instrument of payment is manually subscribed by a City Officer authorized to so subscribe the same and until a certified copy of this resolution with the manual, facsimile or electronic signature of \_\_\_\_\_, Mayor, certified and attached thereto has been filed with the Secretary of State of the State of California.

ADOPTED AND APPROVED THIS 27TH DAY OF MARCH, 2018, BY THE  
FOLLOWING ROLL CALL VOTE:

AYES: COUNCIL MEMBERS:  
NAYS: COUNCIL MEMBERS:  
ABSENT: COUNCIL MEMBERS:

ATTEST:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

# **D I V I D E R S H E E T**

RESOLUTION NO. 2018-10

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LAKEWOOD AUTHORIZING THE USE OF THE MANUAL, FACSIMILE AND/OR ELECTRONIC SIGNATURE OF \_\_\_\_\_, MAYOR PRO TEM, IN THE EXECUTION OF PUBLIC SECURITIES AND INSTRUMENTS OF PAYMENT

WHEREAS, the Uniform Facsimile Signature of Public Officials Act, Chapter 6, Division 6, Title 1 of the Government Code of the State of California, authorizes the use of facsimile signature in lieu of manual signature for the execution of public securities and any instrument of payment; and

WHEREAS \_\_\_\_\_, City Council Member of the City of Lakewood has been elected by said City Council as Mayor Pro Tem of the City of Lakewood; and

WHEREAS, the Mayor Pro Tem of the City of Lakewood is required from time to time to execute by manual signature "public securities and instruments of payment"; and

WHEREAS, the use of facsimile signature by said Mayor Pro Tem, \_\_\_\_\_, will greatly expedite the conducting of City business;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD DOES RESOLVE AS FOLLOWS:

SECTION 1. \_\_\_\_\_, the Mayor Pro Tem of the City of Lakewood is hereby authorized and directed to use the hereinafter certified manual, facsimile or electronic signature in lieu of manual signature in the execution of any public security or instrument of payment as provided in Chapter 6, Division 6 of Title 1 of the Government Code of the State of California.

SECTION 2. Resolution No. \_\_\_\_\_ of the City Council of the City of Lakewood, authorizing the use of the manual, facsimile or electronic signature of \_\_\_\_\_, Mayor Pro Tem, in the execution of public securities and instruments of payment, is hereby repealed.

SECTION 3. This resolution shall not be effective for any purpose whatsoever unless at least one signature on the execution of such public security or instrument of payment is manually subscribed by a City Officer authorized to so subscribe the same and until a certified copy of this resolution with the manual, facsimile or electronic signature of \_\_\_\_\_, Mayor Pro Tem, certified and attached thereto has been filed with the Secretary of State of the State of California.

Resolution No. 2018-10  
Page Two

ADOPTED AND APPROVED THIS 27TH DAY OF MARCH 2018, BY THE  
FOLLOWING ROLL CALL VOTE:

AYES: COUNCIL MEMBERS:  
NAYS: COUNCIL MEMBERS:  
ABSENT: COUNCIL MEMBERS:

ATTEST:

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Mayor

---

City Clerk

# **D I V I D E R S H E E T**



*Reports*

## **COUNCIL AGENDA**

March 27, 2018

**TO:** The Honorable Mayor and City Council

**SUBJECT:** Volunteer Program Update

### **INTRODUCTION**

April is recognized as National Volunteer Month, and the Recreation and Community Services Department is celebrating the hard work of Lakewood's volunteers by offering several recognition and appreciation events. Many of the department's programs could not be done without the assistance of the hundreds of volunteers who give their time, energy and effort to help others. Giving back to the community through volunteer service is a Lakewood tradition, and volunteers have helped to make the city what it is today, a strong and caring community.

### **VOLUNTEER RECOGNITION**

Events to recognize the efforts of volunteers have been scheduled throughout the month of April. The 23<sup>rd</sup> annual Lakewood Volunteer Day event is on April 14. Immediately following the Volunteer Day event, volunteers are thanked at a recognition luncheon. The Older Adult Volunteer Recognition Luncheon is on Wednesday, April 18. At this event, the Older Adult Volunteer of the Year will be honored along with many other older adult volunteers who give their time throughout the year. To end the month, Lakewood Youth Sports (LYS) Coaches will be treated to a recognition night, which includes a barbeque at the Youth Center and a trip to an Angels baseball game on Saturday, April 21.

### **VOLUNTEERS IN ACTION**

In 2017, volunteers coached youngsters on 86 basketball teams, 70 baseball/softball teams, and 44 football/volleytennis/volleyball teams, contributing 5,428 hours of service. Volunteers also enhanced many senior programs and services. A dedicated group of 174 volunteers contributed 13,866 hours to Lakewood Meals on Wheels. Burns Community Center volunteers provide class instruction in special activities such as book club, poker club, and technology classes. Another 37 adult volunteers regularly work at the Weingart Senior Center providing class instruction in specialty classes such as knitting, crocheting, sculpting, painting, and dance for a total of over 2,722 hours of service. Other programs such as the senior nutrition program rely heavily on volunteers to perform tasks such as meal preparation, service and clean up. Volunteers also make up for needed staff at a variety of special events including bingo and holiday parties.

Lakewood Volunteer Day is one way many residents get involved and help their neighbors. This day is set aside as a means for the entire community to come out and volunteer a few hours "close to home" in a variety of projects. Volunteer groups are matched with appropriate project sites. All projects are designed for completion between 8:00 a.m. and 12:00 p.m. In 2017, Volunteer

Day participation totaled 495 volunteers working on 29 project sites. The 2018 Volunteer Day and “thank you” lunch will be held on Saturday, April 14 at the Lakewood Youth Center. City council members and commissioners regularly come to the luncheon to offer their appreciation.

Lakewood teens continue to be enthusiastic volunteers. In 2017, teens contributed 2,496 hours of service at parks and community centers. In addition, the Teens in Lakewood Care (TLC) program continued to help residents throughout the year. In 2017, 39 teens from local high schools volunteered and cleaned up two project sites, contributing over 154 hours of volunteer service. This tradition of voluntary action provides an opportunity for teens to create a strong pattern of civic engagement into adulthood.

The city’s Junior Lifeguard Program was another popular program in 2017. Teens between the ages of 12 and 15 are required to pass a swim test to participate in the program. The program is intended to enhance interpersonal skills through training in customer service and teamwork, and developing a sense of responsibility and strong work ethic. Junior Lifeguards participate in daily classes consisting of in-water workouts and classroom study. Lifeguard training, rescue skills, aquatic teaching techniques, and First Aid and CPR are also key elements of the program and prepare participants to become future lifeguards. Last year 73 teens volunteered during swimming lessons and for the second annual Save a Life event, logging in over 2,000 hours of service at both pools.

The Project Shepherd Holiday Program is possible because of the many volunteers who generously give their time. This past December, 378 volunteers worked in the warehouse at the Lakewood Youth Center. Volunteers sorted cans, distributed gifts, and packed boxes totaling 1,111 hours of service. This enabled 340 families to receive food and gifts over the holiday season.

## **SUMMARY**

Volunteers have an enormous impact on the health and well-being of communities. According to the most recent research from the Independent Sector, the estimated dollar value of volunteer time in California is \$28.46 per hour. The value of volunteer programs is not derived simply by looking at this dollar amount and the total volunteer hours worked; instead, the contribution made by all the generations of volunteers in Lakewood is of the greatest importance. Volunteers have enabled the Recreation and Community Services Department to maximize its resources and provide a variety of quality programs and services to all ages. Volunteers continue to be the cornerstone in maintaining the programs that improve the quality of life in Lakewood and make it such a unique community.

Lisa Litzinger, Director  
Recreation and Community Services



Thaddeus McCormack  
City Manager



# **D I V I D E R S H E E T**

*Successor  
Agency*

**CITY OF LAKEWOOD SUCCESSOR AGENCY - PROJECT AREAS  
FUND SUMMARY 3/22/2018**

In accordance with section 2521 of the Lakewood Municipal Code there is presented herewith a summary of obligations to be paid by voucher 216 through 216. Each of the following demands has been audited by the Director of Administrative Services and approved by the City Manager.

2902	ENFORCEABLE OBLIGATIONS	100.00
		<hr/>
		<b>100.00</b>

Council Approval

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Manager

Attest

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Director of Administrative Services

**CITY OF LAKEWOOD SUCCESSOR AGENCY - PROJECT AREAS  
SUMMARY CHECK REGISTER**

<u>CHECK #</u>	<u>CHECK DATE</u>	<u>VEND #</u>	<u>VENDOR NAME</u>	<u>GROSS</u>	<u>DISC.</u>	<u>CHECK AMOUNT</u>
216	03/22/2018	4428	COLANTUONO HIGHSMITH & WHATLEY	100.00	0.00	100.00
<b>Totals:</b>				<u>100.00</u>	<u>0.00</u>	<u>100.00</u>